

**Hill Pond on Spring Creek (Wallenberg Drive) HOA Board of Directors Meeting Minutes**  
**Thursday, November 14, 2019 at 1836 Wallenberg Drive**

**Quorum Established and Meeting Called to Order**

The meeting was called to order by President Dave Dornan.

Board members present: Diane Crews, Doug Hinerfeld, and Tom Noel.

Board member absent: Dick Thomas.

Guest: Rick Hoffman.

**Approval of Minutes**

A motion was made by Tom Noel and seconded by Diane Crews to approve the minutes of the October 22, 2019, HOA Board meeting; the motion was approved unanimously.

**Committee, Board Member, and Association Member Reports**

As a follow-up to the discussion at the October 22 Board meeting regarding the preparation of a **reserve study**, Tom Noel reported on an e-mail he received from Molly Roche, Senior Forestry Coordinator. The City does not provide this service, but included a list of arborists that could be contacted. She recommended, in particular, that the arborist should determine if there are any ash trees in the common area because of the Emerald Ash Borer. President Dornan reported that Dick Thomas had been told by Dr. Mark Paschke in the Warner College of Natural Resources at Colorado State that they could do a study if the HOA was willing to fund a graduate student. Diane Crews reported that she had spoken with Davey Tree and that they can walk the common area and provide a free estimate on work that needs to be done now and the cost for future maintenance. It was agreed that the reserve study may need to include a survey of the common area boundary.

Diane Crews reported that the **Operations Manual** is complete except for some revisions based on the change of meeting time for the annual meeting and a revision regarding the roster information form.

**Old Business**

Rick Hoffman reported on the November 13 **Covenants Advisory Committee** meeting. The status of the Committee's work was reviewed and Marshall Frasier and Alan Lamborn will make some additional modifications which will be reviewed by Rick and Ann Hunt. A meeting is scheduled next week with Pete Dauster, the attorney who has been providing legal support. It was agreed that a survey of the membership needs to be done at the time that the rules and regulations are prepared with a period of time allowed for feedback.

Following a discussion of various pros and cons, Tom Noel moved and Doug Hinerfeld seconded a motion to reverse the previous Board decision to do a survey prior to presentation of the Covenants revisions to the membership. The motion was approved unanimously.

Diane Crews reported that, in spite of two requests sent to the membership, no one had volunteered to be a third member of Finance Committee to complete the **accounting audit**. The possibility of hiring someone from outside the HOA was discussed and President Dornan will look into that.

President Dornan announced that the **2020 budget preparation** will be scheduled for the December Board meeting and will need to include a dollar amount for the mandated 2020 reserve funds.

At the October 22 meeting, a motion was approved to hire Lawn Ranger for additional services related to the common area behind the mailboxes and shoveling snow on the sidewalk in front of the mailboxes. President Dornan made a motion, seconded by Tom Noel, to renegotiate the cost of **snow removal**. A related issue was raised regarding the portion of sidewalk that the City is supposed to clear, which is adjacent to the natural area at the west end of Wallenberg. Tom Noel agreed to contact the appropriate City department to remind them of this responsibility.

President Dornan announced that he had contacted the Senior Center to schedule the **annual membership meeting** at that locale on February 5, 2020, from 5:30 p.m. with the meeting time to begin at 6:30 p.m. Diane Crews made a motion, seconded by Doug Hinerfeld to approve the contract in the amount of \$250. The motion was approved unanimously.

### **New Business**

Diane Crews announced that the timing of mailing the **roster information form** would need to be changed to accommodate the change in the annual membership meeting. She proposed that the following be included in the Operations Manual: “The roster information form is mailed with the notice of the annual meeting to the membership to be returned no later than February 1. The updated roster will be sent to the membership with the annual dues notice with checks due by March 1.” The Board gave their approval to this wording.

The next meeting was scheduled for December 9 at 5:30 p.m.

### **Adjournment**

A motion was made by Doug Hinerfeld and seconded by Diane Crews to adjourn; the motion was approved unanimously.