

**MINUTES
BOARD OF MANAGERS
MERIDIAN LAKE PARK CORPORATION
TUESDAY, OCTOBER 17, 2023
4:00 P.M.**

Present by Zoom: Hilary Kunz
Sherry Twilleger
Dustin Gaspari
Will Hamilton
Scott Winn
Joe Robinson, Toad Property Management
Rob Baldwin (for Executive Session)

The meeting was called to order at 4:04 p.m. and a quorum was declared.

Will made a motion to approve the minutes of the October 3, 2023 meeting with one small change correcting an owner's name. Dustin seconded the motion and it was unanimously approved.

Joe thanked Dustin and the Board for their work to gather responses to the amendment of the Bylaws. Joe said an additional 16 approval votes were required. Joe confirmed ballots had been distributed once again to some owners and another reminder would be sent from Election Buddy to owners.

Dustin said the Committee had been active in reaching out to owners who had not yet responded to the amendment of the Bylaws. Dustin explained Election Buddy had been very helpful and made the process easier. Owners would be able to vote on Election Buddy up to the day of the owner meeting. Dustin said approximately 90 owners had not yet responded and Dustin asked the Board to reach out to as many owners as possible. Scott sent the updated Sharepoint spreadsheet to the Board.

At 4:20 p.m. Will made a motion to go into Executive Session to discuss matters with legal counsel. Dustin seconded the motion and it was unanimously approved.

At 4:35 p.m. Will made a motion to leave Executive Session. Dustin seconded the motion and it was unanimously approved.

Prior to the meeting an updated Financial Report had been circulated to the Board. Joe explained the legal expense line was over budget. Joe said improvements had been made on collection of funds in Accounts Receivable and Dustin thanked Joe for his efforts on collecting the funds. Dustin suggested construction related Accounts Receivables be moved to a separate line item and Joe said he would continue to follow up with the accountant. Joe explained a construction project had been approved by the Board but the owner had not paid the construction deposit as the project was currently on hold. Joe said Davidson Services did not want to continue with the perimeter fencing and a new contractor would need to be secured prior to the Spring when the fence would be put back up and repairs made. Will said he personally made some additional repairs to the fence after Davidson Services had made repairs. The snow had caused significant damage to the fence in that area. Joe confirmed fence repairs in 2023 were \$3,567 out of a \$6,000 budget. Joe explained a check refunding a construction deposit had bounced and had to be reissued. Dustin suggested that the cash reconciliation process the accounting team was using be re-evaluated to ensure checks are not issued if cash balances were insufficient. . Joe agreed to follow up with the accounting team.

Scott said he had reached out to Inside HOA to explain the software was too expensive for the Association. Scott explained Inside HOA had reduced the rate to \$750 per month for 4 years with the price increasing at the end of the 4 years. It was generally agreed the communication methods set up by Hilary were adequate. Hilary explained some additional changes could be made in Microsoft 365 to help with short term rentals or other topics. Hilary agreed to think about the way to manage the “admin” role in Microsoft 365 as board members, including Hilary, left the Board.

Joe explained Kent Cowherd, as the architect for the project, had submitted design plans for 35 Peeler Lane and those had been emailed to the Board for review. Hilary agreed to prepare a folder on the Sharepoint for the Architectural Control Committee (“ACC”) to access all future design plans. Joe agreed to put new plans into the folder in One Drive and Hilary would work on notifications to all Board members. Fees for preliminary plan review would be necessary in the future so that an architect could be paid for their time. After a long discussion about finding an architect to review Kent Cowherd’s work Joe confirmed a review check of \$750 had been submitted. Scott said the house backed up to trees and neighbor viewshed are likely not impacted. Joe agreed to set up a call with Kent Cowherd and the ACC. Dustin requested that Joe send out MLPC’s new form letter in response to new ACC submissions.

Joe said the owner, at 299 Meridian Lake Drive, had spent \$4,000 lowering the fence and moving the perimeter of the fence in accordance with the request from the ACC. Concern was expressed about owners building a fence without approval and then attempting to rectify the design and placement of the fence after construction. Joe agreed to follow up with the owner as concern was expressed that the fence was not in accordance with the simple plans submitted after the fence was initially installed. Hilary suggested displaying details of approved plans on the website so neighboring lots could access the information. It was agreed to discuss an update to the Design & Construction Guidelines at the next meeting. Dustin requested that one of the board members kindly review and provide suggestions to the Design and Construction guidelines specific to fence construction.

Scott confirmed the fence plans submitted by 114 Meridian Lake Drive had been approved by the Board and the fence built, after some input from the Board, in accordance with the fence requirements in the Guidelines.

Joe explained the new owners at 73 Slate Lane wanted to add a hot tub, expand the deck (within the setbacks) and make a change to house color. Dustin made a motion to approve the expansion of the deck and the change of color and the hot tub did not require approval. Will seconded the motion and it was unanimously approved.

Joe said he had spoken with the owner of the property at Washington Gulch Road and the owner had stressed a property manager was in place and the structure was not abandoned. Joe confirmed dues had been paid and just the Super Lien (6 months of dues prior to the owner acquiring the property) remained unpaid.

Hilary suggested meetings with the Boards of Meridian Lake Meadows and Pristine Point periodically to share information and any concerns. Joe confirmed land conveyances to the Water District had been approved by both Meridian Lake Meadows and Pristine Point as part of the previously-completed agreements with the water district. Joe agreed to reach out to the two Boards and suggest information sharing meetings going forward.

Joe said he had received complaints about the barking dogs at the Wheeler property and Joe had suggested concerned owners reach out to the Police.

Hilary said a Facebook page had been set up and owners could be invited to join the Facebook group if they already had a Facebook account. Joe agreed to include the link to the Facebook page in a reminder to owners to participate in the meeting for the amendment of the Bylaws. The meeting was scheduled for October 25, 2023 at 6:00 p.m. Joe agreed to follow up with Beth Appleton to confirm how the meeting for the amendment

of the Bylaws needed to be conducted. A reminder about the amendment meeting would be sent from AppFolio and Election Buddy. Joe said the Association had so far spent \$99 on the Election Buddy reminders.

Joe explained that even though the covenants restricted such signs, under Colorado law it was not possible to restrict the display of political signs.

Concern had been expressed about the need for culvert cleaning throughout the neighborhood and Joe agreed to reach out to the County to discuss a plan for resolution

At 6:35 p.m. a motion was made to adjourn the meeting. The motion received a second and was unanimously approved.

Prepared by Rob Harper, Toad Property Management

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