

# HOMESTEAD IN THE WILLOWS HOMEOWNERS ASSOCIATION

Regular Board Meeting September 13, 2021 – Unofficial Minutes

**CALL TO ORDER:** President, Donald Luther called the meeting to order at 6:34 p.m. with VP, Chris Evans; Treasurer, Kelly McCormick; Landscape Manager, Nancy Bauer; Pool Manager, Jaylene Jones; Tennis Manager, Jill Ellsworth; Business Manager, Katie Kidwell; Social Chair, Kelly Kane and Swim Team Parent Reps, Kelly Lewis and Whitney Albro. Member at Large, Will Cryer; and ACC Chair Kate Botkin attended via Zoom. Homeowners Kate Goldstone, Wendy and Tim Crist as well as several others representing Swim Team, and Pickleball also attended a portion of the meeting.

**MINUTES:** The minutes of the August 9, 2021 regular meeting were approved after some revisions clarifying expenditures in Landscaping.

**PRESIDENTS REMARKS:** President, Donald Luther, opened the meeting noting that over the past year various residents had been abusive to staff, lifeguards, and board members. In response the Board has developed a policy that will include penalties for abusive behavior. Donald went on to state that Board Members, HOA employees and committee members are held to a high standard. If homeowners encounter inappropriate behavior on the part of staff, committee members or Board members homeowners need to let a Board member or the Business Office know. The Board can't address problems they don't know about.

The Board is the governing body of the HOA and has certain duties to the community. The Board couldn't carry out those duties successfully without the help of volunteer committees. However, those committees report to the Board of Directors. Because the Board is ultimately responsible for the governance of the Association, the Board is, and will continue to be, the final authority.

**RESIGNATION:** Secretary, Shane Meakim, has served the Board since March of 2020. He has accepted a new position within his company and has had to step down from the Homestead Board because of his new responsibilities at work. Donald remarked at how grateful the Board has been for his service over the last year and a half. Shane brought many skills to the Board, but especially appreciated was his technical expertise that has been instrumental in modernizing the Business Office. The Board thanks Shane for his service.

**RETRACTION:** The minutes of the July 12, 2021 meeting published in the August edition of the Homestead Herald contained an error. In the section ACC/Taskforce, the minutes report that the ACC recommended that approvable paint colors be limited to those on the ACC style boards.

The Board discussed limiting the paint colors at the July meeting based on input from some ACC members and the Business Office. The ACC did not vote as a committee to make this request of the Board. The ACC will discuss paint colors at their meeting on September 14<sup>th</sup>.

**SOCIAL COMMITTEE:** Kelly reported that the August 26<sup>th</sup> Music in the Park was well attended. The event took place on a school night so fewer families were in attendance but approximately 250 residents enjoyed the food trucks and music. Food trucks will continue twice a month through the fall and then drop off to once a month. The committee plans to sponsor a scavenger hunt again in December and may promote caroling for Christmas.

**SWIM TEAM:** Parent Rep Kelly Lewis introduced herself to the Board as the 2022 liaison. Swim Team will advertise for coaches in the November Homestead Herald.

The Board discussed exempting Board members from mandatory volunteer hours on Swim Team and other committees. Donald explained to those present that the Board already had a Director Conflict of Interest Policy thus the Board does not need to create a separate exemption for Swim Team hours. The Board will determine conflicts on a case-by-case basis. If there is a situation where a Board members role would interfere or causes a conflict, the Board is authorized to make the final decision. The Board will gather information prior to making an exemption and hopes the Swim Team will bring their concerns to the Board so that there can be transparency. Swim Team pointed out that they have a code of conduct for swim team participants that allows them to remove team members if necessary.

### **MANAGER REPORTS**

1. **POOL:** Manager Jaylene Jones reported that the South and West pools had been closed for the season. Front Range Recreation is preparing Homesteads closing packet and budget for next year. All pricing for 2022 will include a clause addressing the volatility in costs for supplies and equipment that FRR experienced in the industry in 2021 and expects to continue in 2022. To accommodate the ACES Swim Team currently renting the North Pool FRR will vacuum the pool on Sunday evening and Friday night. The Board signed the Pool Use Agreement with ACES noting that their rental of the North Pool has enabled the Board to offer daily lap swimming and weekend resident swimming through September.
2. **LANDSCAPE:** Manager Nancy Bauer reported that the junipers bordering the West side of the South Pool parking lot had been removed and the remaining plants were removed or pruned. Nancy is collecting bids to landscape the area in 2022. She and an arborist identified 13 replacement tree locations. Five families had donated entire trees through the Save our Shade program and two other families had contributed toward a tree. Nancy is also having treatments applied to some of the Association's older trees to help prevent decline. Nancy is obtaining competitive bids on grounds maintenance and irrigation control in preparation for presenting her budget at the October meeting.
3. **TENNIS:** Manager Jill Ellsworth reported that the South Tennis Courts had been inspected by Renner Sport Surfaces who believe they can just sand sections and repaint them. Renner inspected the other tennis courts and evaluated the property for possible locations for pickleball courts. The cost is prohibitive in most locations due to the complication of getting concrete to the site. The South Pool lawn is the most logical space but that area is used for parties, sports practices, team banquets, pool parties and so on. There was much discussion between the Board and the pickleball players about the lack of a facility for pickleball. The Board suggested that pickleball define what precisely they want the HOA to consider and to present data supporting their ask. Jill will gather tennis participation data for the Boards consideration as well.
4. **ACC/TASK FORCE:** 39 applications were received in August for ACC approval. The Taskforce mailed October 1 deadline letters to owners who had stated work was finished but was found to be incomplete upon final inspection.
5. **BUSINESS:** Katie reported that the signs for the greenbelt had been ordered and that she had purchased a refurbished laptop for the Business Office. Katie will be out of the office for three weeks in December due to non-elective surgery.

**HOMEOWNER APPEALS:** Account 763 appealed a decision from the ACC. The Board debated the issue and ultimately agreed with the ACC decision. Account 084 appealed the fine imposed when Taskforce work was not completed by the deadline. Donald moved and Chris seconded a motion to uphold the fine. The motion passed unanimously. Account 676 was asked to provide a copy of the lease for their tenant's business which had been operating out of the house. The owner stated that they would provide the landlords contact information for lease verification, but that they were not required to provide the actual lease. The Board agreed.

**FINANCIAL REPORT:** Kelly McCormick advised the Board that she had reviewed the financials and the Association has spent \$221,000 of the \$228,000 budgeted for Reserve Fund items. She found the overall financial health of the community sound but warned that even with regular dues increases it would be a big challenge to continue to save for perimeter fence replacement while building new amenities. The August expenses totaled \$150,731 and included \$51,618 for Land Maintenance, \$34,131 for Pool expenses, \$53,576 for Trash & Utilities, \$833 for Tennis expenses and \$10,573 in administrative expenses.

**OLD BUSINESS:** The Board reviewed the revised fine letter and change to the appeal process drafted by Chris Evans based on their discussions at the August meeting. Donald moved and Chris seconded a motion to approve the Notice of Fine letter and Written Request for Appeal document pending legal review and any changes required by HOA legal counsel. The motion passed unanimously. Chris moved and Kelly McCormick seconded a motion to approve the Greenbelt Motorized Transportation Policy. The motion passed unanimously. The Board reviewed a sample harassment policy. Chris volunteered to make it specific to Homestead for approval at the October board meeting.

**NEW BUSINESS:** Kate Goldstone who runs the Homestead Playgroup, reported on her committee's investigation into updating and refurbishing the playground located at the top of Tract C behind the Village I townhomes. The committee asked for comments on the Homestead Kids FB page and their own contacts within the community. Over 250 responses were obtained in favor of upgrading the playground. Kate presented a proposal that consisted of demolishing the existing playground, rebuilding the pit, installing a swing structure and play structure. The cost came to \$74,595. The Board asked Kate if the playground could be upgraded in stages. Kate will look into that and how it affects the cost.

**ADJOURNMENT AND CALENDARING:** The meeting adjourned at 9:55 pm. The next regular Board Meeting will be on Monday, October 11th at 6:30 p.m. at the Business Office and via Zoom.

**BOARD ACTIONS SUBSEQUENT TO MEETING:**

1. On October 5, 2021 the Board agreed unanimously to extend the rental of the North Pool to ACES swim club through October 29<sup>th</sup> if weather permits.