Hill Street Estates Homeowner's Association
Board Meeting Minutes – Approved
Date: July 19, 2023
Location: Montrose Police Department, Community Room & Zoom

I. Call to order – The meeting was called to order at 6:08 pm by Eric Meneley, Sean Cleary seconded the Motion
   a) Board Members Present: Eric Meneley – President, Sean Cleary - Vice President, Cheryl Robacker - Treasurer, Barbara Spear & Mary Jo Lavenhagen – Members at Large; a quorum was met.
   b) Homeowners Present: Jay Hammitt 3501 Congress Street via zoom.
   c) Management: Tina McFarlin, Barbara Fauscette, and Rachel Gregersen. Absent: Beau Fauscette.

I. Homeowner Forum – Jay Hammitt had questioned the liability around the bench in the common area. Eric answered that this will be discussed under common area maintenance. He also wanted to know if the Association was going to invest more funds in the CIT Bank, Cheryl Robacker informed him that there will not be any transfer of funds, due to some expenditures that needed to take place and that the Association was already over budget.

II. Actions Taken Outside of a Meeting
   A. Approval of the May Financials
   B. Approval of the April 13, 2023, meeting minutes

III. Minutes Approval – The April 13, 2023, Board meeting minutes were previously 'approved' by email; Eric Meneley made a motion to approve the minutes, Cheryl Robacker seconded the motion, the motion passed and carried unanimously.

IV. Ratifications
   A. Cheryl Robacker made a motion to ratify the approval of the May financials, Sean Cleary seconded the motion, the motion passed and carried unanimously.
   B. Barbara Spear made a motion to ratify the approval of the April 13, 2023, Board meeting minutes, Eric Meneley seconded the motion, the motion passed and carried unanimously.

V. Financials
   A. Assurance HOA presented the June Financials to the Board of Directors prior to the meeting via email, Cheryl Robacker made a motion to approve the June Financials, Mary Jo Lavenhagen seconded the motion, the motion passed and carried unanimously. Cheryl Robacker did have a question on a part of the June financials and Barbara Fauscette will review these financials and will get a copy back to Cheryl Robacker.
   A. No Delinquencies.

VI. Management Report
   A. There has only been 1 resale since the last board meeting, which is 3527 Jefferson Circle, which closed June 14, 2023, new owners are Joshua & Shaylona Bagley.
   B. The Architectural Report was reviewed, (4) residents submitted ARC applications, and all have been approved by the Board via email. Cherri & James Park - 3525 Congress - patio cover, Miguel Martinez – 1900 Constitution Loop – Landscaping, Daniel & Elizabeth Reiss – 1838 Senate Street – Shed and Russell & Barbara Spear – 1730 Senate Street – Gravel driveway. The

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Management company continues to upload all ARC Applications into the web portal for Board approval.

C. Inspections and Violations – Inspections were performed by Beau Fauscette on April 14, May 18 & June 28. Barb Fauscette read the compliance report in Beau's absence. There were two current violations. One that is an open violation for RV Parking and will be fined monthly in the amount of $50.00 to the homeowner. He will be paying $50 a month for the fine with a maximum of $500 per year unless otherwise corrected. The other violation has been resolved with the homeowner moving the trash bin behind the enclosed fence per the policy for Hill Street Estates.

D. Declaration and Bylaws - Policies have been executed and have been signed by Eric Meneley on July 7, 2023. These policies were approved at the April 13, 2023, board meeting There was not a board meeting on July 7th, just for clarification, this is when the president signed the new policies. Tina McFarlin suggested to the Board of Directors to remove all declarant language from the Declaration and combine all of the amendments into one document. Tina McFarlin will provide a sample ballot of all of the changes to the Declaration and Bylaws, by the middle of August to the Board of Directors for review. Once approved by the Board of Directors, they will personally deliver the ballot to all homeowners for their vote. Eric Meneley asked for the ballot to include a blank line for homeowner's name, address, date, and signature along with a yes or no column to check.

VII. Old Business

A. Capital Improvement Project – Steel edging and cobble rock along Hill Street. Three proposals were received and reviewed by the Board of Directors, Hermosa Landscaping $2,420, Black Canyon Landscaping $2,647.66, and R & S Landscaping $8,000. Cheryl Robacker heard that the river rock is unavailable, clean up would not be necessary. Sean Cleary asked if the river rock is unavailable to ask these companies what other materials would be beneficial.
Sean Cleary also asked about a special assessment to send to homeowners or have a block party to have homeowners volunteering to trim the trees. If volunteers were to perform this task, a Work Comp insurance policy would need to be implemented to protect the Association from any liability. Cheryl Robacker also mentioned the 4ft tall weeds on Constitution Loop need to be mitigated. Eric Meneley recommended Ryan with Hermosa Landscaping to have them come out and spray weeds when he is out on the property. Cheryl Robacker recommended that City of Montrose should be notified as well since they own part of the area. Tina McFarlin will perform a site visit and take photos then send them to the City of Montrose. Sean Cleary will send an email to Tina McFarlin about getting an additional "No Outlet Sign" to be placed.

B. Reserve Study – Tina McFarlin agreed to compile a list of HOA's assets that might need to be included in a reserve study.

C. Governance Policy Updates – Tina McFarlin will mail out the 9 polices soon.

VIII. New Business

A. Resignation of a Board Member – Jay Hammitt resigned from the board on April 17 via email.

B. Weed Issues on the East side of congress -

C. Per the request from Hermosa, the mowing contractor, Cheryl Robacker suggested that pine trees along Hill Street be trimmed up 3 feet. Tina McFarlin will obtain proposals.

D. Common Area Maintenance Agreement – The cost of the pet waste stations to split with American Village II and Raven Crest. Tina McFarlin will find out how many pet waste stations are in each

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association, so they are calculated equally. Woods Crossing does not have any pet waste stations and will have a separate agreement.

E. Short – Term Leasing – Declaration Amendment, was reviewed by the Board of Directors they agreed on a 6-month lease for all lots.

F. Irrigation & Weed Issues –Phil Martin sent an email on July 14 with an update regarding irrigation issues. The Association will need to reimburse Phil Martin for the purchase of an additional 7 sprinkler heads from Rain Maker. American Village II will also need to reimburse the Association. Phil Martin will contact Rain Maker to perform a mid-summer inspection and work on a leaking pump.

IX. Adjournment: Eric Meneley made a motion to adjourn the meeting at 6:59 pm; Barbara Spear seconded the motion.

Next Meeting – Wednesday, September 13, 2023, 6:00 pm at the Community Room at the Police Station

Respectfully submitted by Assurance HOA Management on July 19, 2023
By: Rachel Gregersen, Administrative Assistant, reviewed by Tina McFarlin

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