

Meeting Minutes

March Executive Board (Board of Directors) Meeting
Mission Viejo Homeowners' Association, Inc.

Held at Holy Love Lutheran Church,
4210 South Chambers Road
Aurora, CO 80014
March 16, 2010
6:30 PM – 8:30 PM

Guests: Jessica Studer, Aaron Borders, Dave Raemer, Brian Svenby

1. Meeting called to Order at 6:40. Board members present: Ron Costa, Jeremiah Banigan, Troy Haller, Elaine Lay, Todd McMahan, Alan Engels
2. Open Members' Forum: Explained trash program to new renters. Asked how covenants are enforced? The HOA tries to enforce, but finances are an issue. No architectural committee to enforce; but we do have procedures in place. City will enforce violations, too.

Dave Raemer asked about Trash Program – new people are being referred to Waste Management through Public Service/Xcel. Todd said that Pro Disposal hadn't heard about it. Elaine volunteered to call Xcel to see if we can change that. Alan talked about the packet we send back to the closing companies about the HOA when he gets requests to know about liens against houses and such.
3. Jeremiah Banigan formal introduction: moved into MV March 26, 2009. Wife and 4 kids aged 9 to 3.5 months; works in I.T. at Aurora Loan Services; moved over from Lakewood. Helps members of his church find employment. Tricia moved to accept Jeremiah to the board; Troy & Ron seconded; all approved.
4. Approval of Minutes – Troy moved to accept; Todd seconded; 3rd paragraph from the bottom change 5 to 500; add to the information about Dry Docks volunteer party – subsequent dollar amount was approved by the board (via e-mail) to give them \$100 for use of the space. Elaine seconded amended minutes; all approved.
5. Review of Financial Matters – Newsletter report – ending balance \$7063.91; March is the month we should receive money from Pro Disposal for the last 3 months (they pay us quarterly); they don't send us money until they know everyone has paid; Elaine needs to follow up; Budget expenses should read 663.04 ; Library defense 2811.00; Balances all the way across. Jeremiah moved to accept; Ron seconded; all approved.
6. Committee Reports
 - a. Welcome Committee – Alan will get bag information
 - b. Newsletters – lost 3 volunteers; got 5 new volunteers at the Annual Meeting – up to 26 people now; Able to put people in their own neighborhood; alternating with Meadowood picking up newsletters; people e-mail Elaine when they are done.
 - c. Interdependence day – need to get going early on food; want to have it on Labor Day – but what if the park isn't finished; perhaps Holy Love; ask Marsha about coming out to “dedicate” the new park coordinated with Interdependence Day; tie it in with music in the park possibly too.
7. Unfinished Business
 - a. Crosswalk Request at Mission Viejo Elementary School– the school is ordering a portable crosswalk at \$302; principal asked that we pay for half. Photo-op with school. City put up no-parking sign at Milan and Alicia, and reset the clocks on the flashing

cross walk sign. Vassar Elementary has a "Stop" portable sign. The city planning committee will investigate.

- b. Tax Preparation Needs\D&O, Liability Insurance Updates– Tax Preparation: someone else will do taxes for us this year because of having the trash program with a separate audit by a CPA. Waiting to hear back from 2 of 4 CPA's on bids. Will be done by next meeting. Need our annual state certification – costs \$100; charge it for \$10; Troy moves to charge it for \$10; Todd Seconded; all approved. Budgeted \$500-\$600 for this purpose, just need to select the firm. D&O insurance (Todd) – got a quote from underwriters - \$716; about the same as last year. New policy will take effect April 1st. General Liability has been renewed, should be receiving invoice – will be \$1822. Increase is due to the increase in number of HOA members. We handle special events insurance separately. Alan moved to pay \$716 for D&O, Todd seconded; all accepted;
 - c. Walgreen's Barcelona Wall Spruce Up – proposal from Fast Signs; paint the walls for \$900 before putting up new signs; Todd is proposing May 22nd to have a paint the wall day before we put up new signs. Hoping Walgreens will help cover some of the costs. Will put a notice in the newsletter for Barcelona Wall Fix Up day. Need to create a committee to look at signage. Use volunteers to clean up and prime, and then use a compressor to spray paint. Two signs covered in the bid from Fast Signs – one by the Chamber's and Hampden, the other by the Shamrock. Reuse letters at Buckley and Hampden wall when we replace the other signs. Eventually get all signs in the metal format. The plastic is costly to replace; so the metal saves us money but are more substantial. \$3650 for the signs. We want the signs ready by May, so as soon as we're done so we can get the signs up. Todd moves; Alan seconds. (Dave Raemer asks about what you get for \$3650? flat cut, aluminum painted; studded signs; Originally they were wood; some time in the past they were changed) all approved; amended the motion to add money for paint, primer, brushes maybe, caulking materials - \$400; Dave Raemer volunteered to get other bids on signs by people who can cut metal for less money & installation; \$4050 total for new signs and paint – approved by all;
 - d. Library Issue Updates, Political Update – we are still in negotiations with the city. The trial has been delayed. The city was granted a stay up to June 1st. Jason Clark is running for governor as an independent. He is going to start his campaign in front of Mission Viejo Library. Todd reached out to him and found out about him. Part of the reason he is running is because of the Library issue. Has a web site; runs a firm called Clark Brothers Investment. He will announce his campaign March 31st. Give support by getting the word out. Alan moves to have a small blurb in the newsletter about his roots being here, not advocating support, but saying we're glad that someone is supporting this issue from this surrounding area. Alan will write the article. The article put on the website and e-mail newsletter.
8. New Business
- a. Advertising for the Mission Viejo Web Site – Proposal to do a web-link to check-out a website that produces a canned output of Mission Viejo properties for sale. Willing to pay for the year. Jeremiah likes it. (Dave Raemer asks if he can advertise on the website? Absolutely! We have a policy.) Text based advertisement – what do we charge? Alan talks about full banner vs. half banner size. Her text would be about half banner - so somewhere between \$150-\$300 for the front page. Alan moves \$150 for the year. If she wants it at the top, then another \$50. Jeremiah seconds. Approved by all.
 - b. .Neighborhood Watch Meeting – This was last week. Good attendance here at Holy Love. Crime rate is low. The bank at Hampden Circle and Hampden corner has been robbed. The robbery was tied to a former police officer turned to crime. Cherry Glen is trying to get their Neighborhood Watch going. Seville has one. They were encouraging us to sponsor National Night Out (our P.A.R. office thought he could get all the different police officer groups to the school). Most of the criminals getting in through the window in the garage.
 - c. Neighborhood Sponsored Events 2010 – Barcelona wall cleanup – May 22nd. Rich Dundst Music in the Park– Labor Day Sept 6th and June 19th at Mission Viejo Park or

Mission Viejo Elementary (since we don't know when the playground at the Mission Viejo park will be finished). Garage Sale dates are June 25th – 26th (might want to see if we can coordinate with Seville). National Night Out – August 3rd coordinate with Mission Viejo Elementary. Labor Day event in lieu of 4th of July. Holiday Hayride sometime in December. Alan moves to accept; Troy seconded; Troy has a band for \$300 – wants to have some kind of neighborhood bash, issue is we can't have amped music in the park. All in favor of the first set. Elaine says maybe only 1 music in the park by the symphony. Alan seconds moves to change the one on Labor Day for a High School or Middle School to do an ensemble. Todd says we have firm commitment from the symphony for Labor Day. Next month decide more. May 1st or 8th take out dead bushes on Hampden (need bobcats, so have to check with those people; in October try to get rock for the area on Hampden – and we'll need bobcats again). Elaine needs to get costs for those for next meeting. The ground between the sidewalk and wall along Hampden is level, so should be easier. Any improvement we do has to be approved by the city. Elaine contacted the city about it, and they suggested rock. Todd said Ron Moore said any change would have to have an Administrative Landscape Amendment that they approve. Alan: the city always says you can put down the rock, you're paying for it. Alan thinks the city should provide the rock and underlayment, we can provide the volunteers. Elaine guesses \$10,000 for rock and underlayment. Issue is if we do something, will the City to assume we're going to take care of it all. Dave Raemer added that the bottom courses are probably deteriorating under the dirt. Other issue is utilities run along walls, too. *Rock will get buried by next spring because of sand and dirt from snow plowing. Dave Ramer and Brian Svenby recommend mulch because it can be moved easy, since it won't be maintained.

- d. Trash Program – Elaine has an ad to use to get new residents. Modifying the “remains to be done” section. People can use this to go into Quincy Creek and such to get new customers. Jeremiah moves to accept ad w/ changes discussed; Todd seconded; approved by all. Alan suggest putting the website URL on the ad; Todd moved \$50 for copy costs; all approved
 - e. House Bill 10-1278 – Ryden and Carroll are the sponsors. This is the HOA Ombudsman bill. The purpose of the bill is to mitigate problems between homeowners and HOA's. The Ombudsman can also make rules. The bill lets the agency set the fee through the Secretary of State. Nevada charges \$3 per unit. The bill doesn't distinguish between mandatory vs. voluntary HOAs, though one of the committees may be considering clarification. Need to let all residents of Mission Viejo know about the Bill and contact their state representatives so it doesn't affect our HOA. Todd moved to take a position to notify member residents to contact the representatives and tell them to make it so it doesn't affect our HOA. Trish seconds; all approved.
9. City of Aurora Project Plan Reviews – none.
 10. Announcements/End of Regular Meeting – Todd will be gone next Thursday-Sunday. Articles due next couple of days. Still room for articles in the newsletter.
 11. Alan moves to adjourn; Todd Seconded; all approved.