

Bellevue Acres Homeowners Association Annual Board Meeting Minutes September 7, 2017

Meeting Announcement and Agenda

Announcements of the annual meeting were distributed to the HOA membership by email (Evite) on August 14, 2017. Reminder Evites were sent to HOA membership on September 1, 2017, respectively.

Quorum and Call to Order

23 homeowners were represented; 20 in person, and 3 by proxy. This represents 38.3% of the HOA homeowners. Only 25% participation is required for a quorum. Therefore, a quorum was reached and the meeting was called to order by Michelle Winn, HOA treasurer, at 6:45 pm. The meeting was held at the pavilion in the Bellevue Acres Park. See attached sign-in list.

Introduction of Officers

Michelle introduced the Board Officers and Members of the Architectural Control Committee (ACC).

Treasurer's Report

The current balance of our Checking/Savings Account is \$20,011. Anticipated costs for the remainder of the calendar year (and fiscal year) total approximately \$3,500. Therefore, the total balance projected for the end of the calendar and fiscal year is approximately \$16,500. Motion was made and seconded to accept the Treasurer's report. Motion carried unanimously.

Year in Review

Michelle reviewed the activities of the HOA since October 2016. Activities consisted of:

- Replacing trash and recycling service
- Busy year with ACC project applications and issue resolutions.
- ACC inspections and follow-up actions *Note: it was requested that in the future, courtesy notices be delivered via email.*
- Garage sale

New Business

- **Foothills proposed Mill Levy increase.** A mill levy increase is being proposed on this November's election ballot. Janice Holmes, with Friends of Foothills, addressed the need for, and approximate cost of, the proposed increase.

- **Novate equestrian right-of-way.** Eldon researched the status of equestrian easements or right-of-ways (ROWS) within the neighborhood. He indicated several lots still have them on their plats. With the exception of the Kristie's, there is no record of anyone requesting abandonment of the easements/ROWS. To abandon them, formal petitions to the county and HOA are needed. Diane Kristie offered to assist anyone who needed to do this.
- **Drainage ditch maintenance.** Eldon also researched who is responsible for drainage ditch maintenance. JeffCo informed him the county has a 50 ft wide ROW along roads (25 ft from both sides of the centerline) within our HOA that they can maintain, if needed, to protect the roads. Bottom line was that each homeowner should be aware that if landscaping within the ROW obstructs stormwater drainage and results in flooding of or damage to County roads, the County will take corrective action to alleviate the problem. HOA members should be aware of this situation. Regarding buried culverts beneath driveways, if they become clogged, the County will flush them at their cost.
- **Ratify changes to Guidelines, Rules, and Regulations.** The Board proposed changes to the ACC Project Application that in effect, will require 1) an aerial view (bird eye view from Google Earth or equivalent) and 2) notification of contiguous neighbors within the neighborhood, of a proposed addition to a residential structure or addition of an outbuilding (shed or detached structure) on a lot within the neighborhood. Specific language of the change will be developed by the Board. The concept passed with no objections.
- **Retainage of a professional HOA management firm to enforce our Guidelines, Rules, and Regulations (GR&Rs).** Eldon Sullivan and John Benton shared their findings about discussions with HOA management firms who might be interested in managing our HOA. In summary, to properly procure a firm, our GR&Rs would need to be reviewed and updated to remove ambiguity and add specificity wherever practicable. Such review and updating could be performed by a firm under contract to the HOA, or by HOA members. The prior effort may or may not result in GR&Rs that are acceptable to the HOA, and would cost money. The latter effort might be more representative of homeowner interests, if the review is conducted by a committee of HOA members who are qualified and elected by the HOA. To that end, the following people volunteered to participate on a review committee:

Bobbie Sue Howell
Mike Neff

Steve Winkler
Aaron Martin

Diane Kristie
Eldon Sullivan

All were acceptable to the HOA members in attendance. It was agreed that this committee should move forward with their review immediately. Any proposed changes to the GR&R would need to be presented to and approved by the HOA membership. Until this is completed, no further action will be taken by the Board to retain an outside management firm.

Elections of Board Members

The Board and HOA expressed their sincere appreciation to the Officers (Michelle Winn and Eldon Sullivan) and ACC member (Scott Szymanski) who graciously volunteered their time and efforts to

fulfill their terms of service to the HOA. That left vacancies for three Board members: two to fill Officer positions and one to fill an ACC position. The term of service for an Officer position is two years and the term of service for an ACC position is three years.

Three candidates consisting of Eldon Sullivan, Bobbie Sue Howell, and Mark Albers volunteered to fill the vacancies. Eldon and Bobbie Sue preferred Officer positions and Mark preferred the ACC position. Voting proceeded with the following assignments:

- Eldon Sullivan as an Officer;
- Bobbie Sue as an Officer; and
- Mark Albers as an ACC member.

Voting results were 23 in favor (unanimous) of all three volunteers at their respective positions.

Meeting Adjourned at 9:10 pm

Respectfully Submitted

Tim Shangraw, Secretary