

Heisley Park Homeowners Association Inc.
Board Meeting Minutes
July 9, 2015

I. Call to order

N.Catania called the meeting to order.

II. Roll call

B.Barnett conducted a roll call. The following persons were present: B.Barnett, N.Catania, P.Mullin, D.Krizan, H.Gasperi, and R.Hurn.

III. Board member update

N.Catania called for motion to approve new at large member, Renatta Hurn. R.Hurn replaces seat vacated by resignation of Brian Haller due to his relocation out of the community.

D.Krizan seconded the motion. All in favor was a unanimous yes.

Due to change of board member, new board logins and passwords will be sent.

IV. Approval of minutes from last meeting

Minutes from the last meeting, June 10, were still being finalized. Copy attached. Minutes for June 10 and July 9 meetings will both be reviewed for approval at next meeting on August 25, 2015.

V. Financial Review

Continue to see regular monthly deposit to reserves. One outstanding payment for tree work done on Cherrywood and Walker pending. N.Catania motioned to approve Financial Statement ending June 30, 2015. D.Krizan seconded motion. Financial Statement approved as read.

VI. Open/Unfinished issues

a. Inspection and Maintenance Agreement with the City

- Background: city put in unilateral ordinance spelling out associations' responsibilities. After ordinance was in place, work begun to craft agreement between Heisley Park HOA and city. Our attorney and - city's attorney kicked some items back and forth, but have been stale for about a year now.
- Need to ask question to HOA board attorney to make sure that Heisley Park HOA is no more responsible in the agreement than ordinance requires
- N.Catania proposed for independent study by expert. B.Barnett knows someone and will ask them to submit proposal and be present at mtg with city
- N.Catania, P.Mullin, and B.Barnett to coordinate and lead efforts related to the Inspection and Maintenance Agreement going forward.
- **Next Steps:**

- 1.) Mtg with City Engineer - before we sign any agreement, current new HOA board needs more education on the responsibility breakdowns between us and city. Goal of meeting: review maps, explain exactly how water flows, basins, storm drains, levels, etc. to understand all matters.
- 2.) Contract revisions as deemed appropriate after meeting
- 3.) P.Mullin to call HOA attorney to determine any outstanding issues on contract agreement and make sure we have the latest version
- 4.) B.Barnett to ask Mortell for updated map of development for HOA board's reference

b. Design Guidelines Review

- Need to update to account for regularly approved variances that need to be considered standard. Possible notable changes:
 - Dwelling type need to be adjusted to account for 3 cars
 - Address permanent basketball hoops in front
 - Update fencing to account for allow for black wrought iron style fence and clarify no permission of split rail fence of any size
- P.Mullin to lead and coordinate all efforts on this matter.
- **Next Steps:**
 - 1.) P.Mullin to make edits/updates for review at next mtg.

c. Rules and Regulations Update

- Need to review and update handbook for rules/regs for ease of reference of association members and understanding of all procedures for enforcement
- Need to address some form of grandfathering clause in rules/regs --- all previously approved grandfathered. Others, as discovered, not approved.
- H.Gasperi to lead and coordinate all efforts on this matter.
- **Next Steps:**
 - 1.) H.Gasperi to update handbook of rules/regs.
 - 2.) P.Mullin/B.Barnett to look for old copies of changes and/or soft copy of handbook doc to email H.Gasperi

d. Enforcement Procedure Update

- Barnett Mgmt completed drive through inspection last month. Letters went out for documented violations.
- Currently maintain pics of all violations. All approved variances are on record (digitally since 2008, paper prior to that).
- Have one pending appeal in to Barnett Mgmt. Required to give hearing appeal before any penalty – B.Barnett to follow up with legal counsel to determine if can handle these monthly via scheduled conference calls and # of board members needing to be present.

- H.Gasperi to lead and coordinate along with handbook.
- **Next Steps:**
 - 1.) B.Barnett to email HOA board regarding what learns from legal counsel
 - 2.) Finalize documenting enforcement procedures and penalty structure with handbook of rules and regs.

e. Website & Communications Update

- Tabled for next mtg.
- D.Krizan to lead and coordinate all matters relating to website update.
- Will address communication items and topics at next meeting.
- **Next Steps:**
 - 1.) B.Barnett to get conflict of interest form for all board members to sign for full transparency to HOA.

f. Safety/Parking Committee

- Tabled for next mtg.
- D.Krizan to lead and coordinate all matters relating to this committee.
- **Next Steps:**
 - 1.) Seek involvement of active association members.

VII. New Business

- a) *Storm Water Issues* – tabled to be taken up during meeting with city to be scheduled.
- b) *Windmill Concerns* – need to verify impact of water systems if any. Will address at meeting with city to be scheduled.
- c) *Park* – tabled to be taken up during meeting with city to be scheduled.
- d) *Condition of Roads and Construction Equipment* – tabled to be taken up during meeting with city to be scheduled.

VIII. Adjournment

N.Catania adjourned the meeting. Next meeting planned for **August 25, 2015 at 6:30 p.m.**
H.Gasperi to send out meeting invites.

Minutes submitted by: H.Gasperi

Minutes approved by: [Name]