

**MINUTES**  
**AGHA ANNUAL HOMEOWNERS' MEETING, via Zoom**  
**SEPTEMBER 21, 2020**

- I. **CALL TO ORDER:** Lynn Walton, President, called the meeting to order at 7:05 pm via Zoom.
- II. **ZOOM MEETING PROTOCOLS:** Gilles Esposito, meeting host, reviewed how the meeting would be conducted to include questions and comments by homeowners.
- III. **ROLL CALL:**  
**Board members:** All nine AGHA Board Directors were present.  
**Homeowners:** Seventeen homeowners were present.  
**Quorum** of twenty homeowners was met.
- IV. **INTRODUCTION OF BOARD MEMBERS, Lynn Walton**  
**Board of Directors and Term Expiration:**  
September 2020: Kathy Johnson, Andrea Levine, Anne Stellmon (interim position)  
September 2021: Gilles Esposito, Debra Jones, Joely Mauzy  
September 2022: Dave Estes, Ann Marie-Heslop, Lynn Walton
- V. **APPROVAL OF SEPTEMBER 16, 2019 ANNUAL HOMEOWNERS' MEETING MINUTES:** A motion was unanimously approved to accept the minutes of the September 2019 Annual Homeowners Meeting and will be posted on the AGHA website.
- VI. **GUEST PARTICIPANT: City of Aurora PAR Officer Rob Garcia- Introduction, Joely Mauzy**
- Officer Garcia works four days a week, Tuesday-Friday, patrolling our neighborhood in a marked police vehicle while in uniform. He communicates with Joely Mauzy, Neighborhood Watch, regularly about neighborhood activity.
  - **Important APD Phone Numbers:**  
**911:** Homeowners are encouraged to call 911 if a crime is in progress or there is immediate threat (emergency!) Call **APD non-emergency number 303-627-3100**  
**Officer Garcia 303-627-3174:** in non-emergency situations, such as suspicious activity or mail theft, etc. After contacting Officer Garcia then alert a board member so we can keep the neighborhood informed.
  - **Recent community activity:**  
Sterling Commons: Four calls-domestic disputes and car thefts.  
Wood Gate: Mailbox thefts.  
Cherry Creek Apartments: Car thefts, domestic disputes.  
AGHA: Homeless issues, what to do:  
Call police immediately to report activity.  
Ask the person to leave, if on private property.  
Follow up with Officer Garcia if necessary.
  - **Safety tips:** Lock vehicle and home doors, close garage doors (old garage keypads are easy to scan and override,) do not leave valuables in vehicles even if locked.
- VII. **BOARD REPORTS**
- A. President, Lynn Walton**
- Worked closely with Kathy Johnson, Vice-President, throughout the year.
- Summary of annual activity**
- **Homeowner issues:** Addressed and resolved homeowner issues and concerns through investigation and discussion.
  - **Common area issue:** Liaison with attorney regarding homeowner issues with potential legal implications for Andover Glen.
  - **Front entrance damage:** Worked with insurance company regarding damage to front entrance to obtain reimbursement for damages.
  - **Committees:** Architectural Change and Finance.
- B. Vice-President, Kathy Johnson**
- Summary of annual activity**
- **Insurance:** Reviewed policies for sufficient coverage and competitive pricing. Increased coverage to include the gazebo. We do have worker's compensation insurance and require proof of insurance from all subcontractors. Review of our insurance policies by a non-homeowner insurance expert: good contracts with reasonable premiums.
  - **Republic Services:** COVID-19 changes in trash collection review.
  - **Rollaway dumpster:** October 3 and the guidelines for its use.
  - **Committees:** Architectural Change and Finance.
  - **To Do for 2021:** Bids from trash companies will be obtained and decision made for new contract in first half of 2021. Contract ends with Republic June 30, 2021.

### C. Secretary, Anne Stellmon

#### Summary of annual activity

- Assumed position of interim board secretary February 2020.
- **Colorado Department of Regulatory Agencies (DORA):** All required DORA HOA registrations are current.
- **Homeowner database:** The confidential database, for AGHA use only, now has 107 email addresses representing 90 homes of the 99 homes in AGHA. The database is essential for efficient and effective communication with homeowners especially in regard to safety and security issues.  
**Goal:** Increase database percentage to 95-98%. 100% not possible because not all homeowners have email.
- **Directory Reminder:** AGHA Directories may be picked up at 14309 E. Layton Dr., inside the "milk box" on the front porch.
- **Committee:** Architectural Change.

### D. Treasurer, Ann Marie Isaac-Heslop

#### Summary of annual activity

- **December 2019 fraud incident:**  
Reported incident at the January 15, 2020 Board Meeting and information is reflected in the minutes. Fraud loss was \$2168. Ann Marie and Lynn made an offer to repay the loss amount.  
Resulting Actions:  
Police and FBI notified but did not take action because the amount of money involved was too small.  
Finance Committee consisting of three board members created: Lynn Walton, Kathy Johnson, Ann Marie Isaac-Heslop will meet monthly to review financial documents.  
The board declined the offer made by Lynn and Ann Marie to repay the financial loss.
- Dick Moore made a request in August 2020 to review our financials that was granted.
- The board will consider suggestions made by homeowners to improve posting and communication of financial information.
- Presented at the February 2020 board meeting a new protocol for payment policies and procedures for board members to follow. The new protocol was approved by the board and will also be incorporated into our P&Ps during the review process in 2021.
- **2020 financial review**-the board decided to have a review done since the last one was done in 2006. Review done by a non-homeowner CPA at a cost of \$300. Review will be posted on the website once the board accepts the review in October.
- **Taxes:** H & R Block will continue to prepare our yearly taxes.
- Committee: Finance

### E. ACC, Dave Estes

#### Summary of annual activity

- **Thank you:** for your courteous and timely attention to submitting AC requests that are mandated by our covenants. Our covenants are designed to maintain the integrity, property values and aesthetics of our community.
- **Reminder:** Please talk to your neighbors about any potential changes that could affect their property especially for any unusual changes.
- **Architectural Change Requests:** Twenty-five architectural change requests were submitted and approved this year.
- The last wood shingle roof in the neighborhood was replaced in August 2020.

### F. Communications, Gilles Esposito

- **Concerns:**  
Not enough folks visit the website for information.  
Not enough folks have provided their email address. This costs the homeowners in mailing and printing expenses.
- **Website update:**  
New website coming up at some point in 2021. Open to suggestions for content on the website.  
Current platform will not be supported after December.  
Averaging 800-2000 website visits per month. Mostly telemarketers and bots.
- All is good otherwise.

### G. Grounds, Dave Kline (not an elected board position)

#### Summary of annual activity

- Winding down first year as the Grounds Coordinator and over all we've done pretty good.
- **Thank you:** I appreciate your advice and comments towards maintaining the grounds.
- **Grounds maintenance:** Biggest expense is maintenance of the grounds with water being the largest portion. Contacted Aurora water to get recommendations and suggestions that could lower the cost while still maintaining an attractive property. Many of the recommendations have been initiated and we are saving money and still keeping up the grounds despite record setting heat and dryness the past few months.
- **Contractors:** Worked with our sprinkler and maintenance contractors to clean up much of the overgrowth that has developed over the past years. This makes for a cleaner, more groomed look. So far the focus has been on the park, but will continue to the entrance and Parker Road areas.
- **Maintenance contracts:** Starting the process of getting grounds maintenance contracts renewed for the next couple

- years. Would like to keep both service providers as we are learning each other's expectations and that makes it easier on everyone.
- **Concern:** Ongoing problem with trash/litter along Parker Road. Our maintenance man does clean it up weekly when he is here, but it's not enough. I think as a community we owe it to each other to "pitch in and pick up" to keep our neighborhood attractive and clean.
- **Pickle ball:** stripping has been added to one of the tennis courts by the Arlts. They will be reimbursed for the cost of materials.

#### H. Neighborhood Watch, Joely Mauzy

##### Summary of annual activity:

- **Illegal neighborhood activity:** Moderate increase in issues over second half of the year – common issues have been with mail theft and car break in's.  
Most recent issues have included car thefts, fire in AG park and homeless campers in both AG Park and Sagebrush Park . Police reports was made for AG Park fire and APD is aware of homeless campers.
- **Mail:** Mail delivery time continues to be inconsistent – homeowner contacted USPS but there isn't anything that we can do to change this
- **PAR Officer:** Check in with PAR Officer Garcia monthly (usually) to get updates on neighborhood and surrounding areas.
- **Website:** Working to include on the website additional contact information/resources such as non-emergency numbers, Access Aurora, etc.
- **Private Property signs:** hung in AG Park by Ann Marie.
- **Important phone numbers:** Homeowners are encouraged to call 911 if a crime is in progress or there is immediate threat (emergency!) Call APD non-emergency number 303/627-3100 or Officer Garcia 303/627-3174 in non-emergency situations, such as suspicious activity or mail theft, etc. After making the call, then alert a board member so we can keep the neighborhood informed.

#### I. Social, Debra Jones

##### Summary of annual activity

- **Holiday Party:** 2020 started out great for Andover Glen with Holiday Party at V-Esprit. Great meal provided by the Johnsons and me. Provided poker tables for a little entertainment.
- **Social events:** Then covid19! The only social events we offered to our community were Dumpster and Shredder Days. Hopefully, next year we will be able to offer more social events.
- 25-30 households used the shredder service this year.
- In 2021 the board will consider using a chipper service for trees and shrubs. Resulting mulch could be used for our community property.
- **Reminder to homeowners:** Please do not to feed wildlife because of safety, health and nuisance issues.

#### J. Welcoming (newsletter and community garden,) Andrea Levine

##### Summary of annual activities

- **Best job on the Board:** welcoming new homeowners to our neighborhood! Welcomed four new neighbors, and am happy to report that we are attracting younger people and families to our community...it's so nice to see! Hopefully you all have gotten a chance to meet them and they feel the love of our community that so many of us long timers have enjoyed! Home values continue to rise.
- **Community Garden Coordinator:** Acquired responsibility as the Community Garden Coordinator. We have twenty five plots behind the tennis courts, on the west end of the Andover Glen Park ,along Parker Road. Average usage twenty plots each year. Homeowners have worked hard to maintain garden plots. If you are interested in a garden plot for next year, please let me know.
- **Newsletter:** Assumed responsibility for writing the newsletter 6 times a year. Gilles does the formatting for the website.
- **Committee:** Architectural Change.

VIII. UNFINISHED BUSINESS, none.

IX. NEW BUSINESS, none.

X. AGHA FORUM, Lynn Walton

##### Resources for Japanese Beetles, City of Aurora Code for Landscape Maintenance and Ice Mitigation, Snow Removal

- **Japanese beetle mitigation:**  
<https://extension.colostate.edu/docs/pubs/insect/05601.pdf>  
Will add as discussion item to next April's board meeting.
- **City of Aurora Landscape Code Landscape Maintenance pdf:**  
[https://www.auroragov.org/UserFiles/Servers/Server\\_1881137/File/Residents/Code%20Enforcement/011612.pdf](https://www.auroragov.org/UserFiles/Servers/Server_1881137/File/Residents/Code%20Enforcement/011612.pdf)  
Call City of Aurora Code Enforcement to report problems. **303.739.7000.**
- **Snow Mitigation Guidelines:**

**How to contact the City of Aurora for ice mitigation service** : Homeowners may contact the City of Aurora at: [streets@auroragov.org](mailto:streets@auroragov.org) or by calling **303-326-8200** to make a complaint or request ice mitigation service. In their request, homeowners must be specific about the area and addresses requiring ice mitigation. Drainage issues in some areas of our neighborhood, with melting snow re-freezing at night and north facing sidewalks can create some very dangerous locations.

**City of Aurora snow removal policy:** Shoveling sidewalks within 24 hours of the snowfall is a City of Aurora ordinance.

**City of Aurora does not plow our neighborhood streets.** They will provide ice mitigation assessments and will come out based on how hazardous the area is.

- **Reporting of financial information:** Suggestion was made to post monthly financials and annual budget on the website or send to homeowners via email. Only yearend financials are posted on the website. The board will consider how best to provide homeowners with regular financial reports.

**X. New Board Election Results, Lynn Walton**

- Thank you to Jan Guerra and Dick Moore for counting election ballots.
- Andrea Levine, Kathy Johnson and Anne Stellmon were elected for a three year term. One write in name was counted.
- Board positions will be determined at the October 21, 2020 board meeting.
- Board members are required to sign a Code of Conduct agreement each year.

**XI: Next AGHA Meetings**

- Board meeting: Wednesday, October 19, 2020 at 7 pm via Zoom
- Annual meeting; Monday, September 20, 2021 at 7 pm

**XII: ADJOURNMENT:** Lynn Walton adjourned the meeting at 8:40 pm.

Respectfully submitted,

*Anne Stellmon*

Anne Stellmon  
AGHA Board Secretary