

Meeting Minutes for High Pines Owner's Association (HPOA)

Board of Directors (BOD) Meeting

Date: August 14, 2025

Time/Location: 6:30 pm at Zoom meeting

Members Present:

- Jim Sittner, President
- Steve Ingersol, Vice President
- Jeremy McIntire, Treasurer
- Christie Beverly, Secretary
- Rich Hansen, Ex Officio/ACC

Members Absent:

- Sara Kershaw, Member-at-Large

Call to Order

Jim called the meeting to order at 6:35 pm. We have a quorum.

Secretary's Report

- *Approval of Meeting Minutes:* Two minor updates to the Jul 10th minutes to clarify the detention basin mowing and who suggested adding lots to the Declaration exhibits. Christie motioned to approve, Rich seconded. All in favor. **Approved.**
- BOD held two Town Hall meetings on July 12th and 15th with HPOA members to discuss updates to the governing documents. Valerie Cox attended the meeting on the 15th. Eighteen homes were represented.

Treasurer's Report

- Jim asked about additional legal costs from mortgage search and the survey work from LDC. Total legal to date is \$4,000; plat work was around \$1,600. Additional cost from mortgage search was about \$2,000. Printing copies of governing documents for member meetings was around \$1,200, so our total is around \$8,000 for all legal work, etc.

Vice President's Report

- See Governing Document Updates under President's report.

Ex-Officio and ACC Report

- Nothing to report.

Member at Large Report

- No report – Sara absent.

President's Report

- *Status of Governing Documents – Jim's proposed revisions based on member feedback:*
 - Members had concerns about BOD approval of long-term leases and requiring a copy of leases. Jim rewrote the paragraph so BOD is not “approving” leases but is requiring a form with tenant contact information and a statement they have read and will abide by HPOA governing documents. Discussion about wording – remove the word “approved” from the new paragraph about the Association Lease Form.
 - Notification of temporary occupants: see Jim's changes for Section 8.6, paragraph c, third paragraph re notifying neighbors if a third-party will be temporarily occupying property.
 - Some members don't like changing the voting thresholds. Discussion about changing voting thresholds to 60% from 67%. We can't please everyone. Board members vote for 60%. All in favor. **Approved.**
 - A few members asked about the fireworks ban when the county allows certain types. Jim proposes that instead of banning all fireworks, we add wording “according to El Paso County statutes.” Will get proper wording from attorney.
 - Members were upset about wording limiting trash cans being stored outside. Discussion about bears in trash. We will address this in the Rules and Regulations document, not in Declarations and Bylaws.
 - Under section 5.1, will remove pergolas and gazebos and only include sheds, ADUs, and greenhouses. Pergolas and gazebos will be addressed in other documents.
 - Valerie Cox said we can remove the clause “without exception” from lien language without any legal impacts. It's statutory language, but removing it won't change anything. Will remove.
 - ADU language: A member suggested dropping the ADU language as it may be unnecessary because El Paso County doesn't currently include High Pines in ADU districts; however, the county is working on changing ADU districts and boundaries. Steve would like to keep ADU language in for future changes. Board votes in favor and agrees to leave ADU language in due to uncertainties in the future.
 - Steve motions to accept Jim's proposed revisions. Rich seconds. All in favor. **Approved.** Jim will send to Valerie for final changes. Valerie will send to Christie for final punctuation and formatting edits.

Old & Continuing Business

- *Status of Concrete Fence Ownership & Responsibility:* High Pines Patio Homes has accepted ownership and responsibility for the fence along Piney Hill Point, and it has been added to their general liability insurance. Also in this process, we discovered that we only own 630 linear feet of fence along County Line Road instead of the 845 linear feet reported in the 2017 Reserve Study. For the record, HPOA is responsible for only 630 linear feet of concrete fence along County Line Road and is not responsible for any of the concrete fence along Piney Hill Point.

The Patio Homes HOA proposed we split the maintenance cost where the fence borders four HPOA lots along Piney Hill Point. BOD agrees we should not split the cost of their concrete fence. Steve motions not to split maintenance costs of the Piney Hill Point fence with HPPH; Rich seconds. All in favor. **Approved.**

New Business

- *Electronic Voting and Possible Need for Special Election:* Steve researched and found two options for electronic voting. We will need to call a special meeting of the membership to amend only the voting section of the Bylaws to add electronic voting in addition to our current in-person and proxy voting. Jeremy motions to call a special meeting of membership; Rich seconds. **Approved.** Discussion about dates and notification timelines. We agree to target September 16 at 5:30 at either The Barn or the Monument Library. Rich will check on availability. *Update: The Barn is booked, but the Monument Library is available. Meeting is set for September 16 at 5:30 at the Monument Library.

Date of next meeting is **Tuesday, September 16th** after the Special Meeting of Members.

Jeremy motioned to adjourn. Rich seconded. BOD meeting adjourned at 8:25 pm.

Meeting minutes prepared by Christie Beverly, HPOA Secretary