

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

Board of Directors (BOD) Meeting

Date: April 17, 2025

Time/Location: 6:30 pm at Jim Sittner's house

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 (excused due to work conflict)

Call to Order

Jim called the meeting to order at 6:35 pm.

Secretary's Report

- *Approval of March 20 Meeting Minutes:* Christie motioned to approve; Rich seconded. All in favor. **Approved.**
- *Updates on Welcome Letter:* BOD delivered welcome letters to five houses so far.
- *Member Communication:* Christie asks how much information to send to full HPOA membership? Wants to balance being informative but not becoming a nuisance. Board agrees she should forward the bi-monthly NEPCO emails. Board requests also emailing next week's TPI informational open house re Buc-ee's. Jim thinks we as a board should take a position on Buc-ee's and based on our members' opinions during our annual meeting, we should oppose. Jim motioned to formally, as a board, oppose the Buc-ee's development; Rich seconded. All in favor. **Approved.** Christie will send an email about the BOD's opposition and TPI open house.
- *Survey Update on Woodmoor Public Safety/Greenhouse:* Christie handed out the survey results as of then, with 60% of households responding (71% in favor of greenhouses and 59% in favor of hiring WPS). A few people requested information on crime. Jim asked if 60% of households responding is a fair sample? On an email survey, yes, 60% is a good response and higher than many email surveys. BOD agrees greenhouse response is high enough to allow them as long as we add strict design guidelines.

Treasurer's Report

- *Annual Dues:* All 2025 dues have been paid. One check was mailed to an old address and then forwarded to another address, but they contacted Jeremy and he's working on getting it back.
- *Website Transition:* Still on track for a June 1st website transition.

Vice President's Report

- *Budget for Land Survey*: Steve received information from Land Development Consultants, Inc., (LDC) and he forwarded it to the BOD. It will be \$1,275 to recertify the land. Of note, the westernmost detention pond is still on the tax rolls under our HPOA name; will need to address this with the attorney to get this removed as it should be the patio homes' responsibility. Discussion about drainage from HPOA vs patio homes into each detention pond – will need to clarify with attorney how to handle this. Rich asked who's responsible for the wall on the south side of Piney Hill Point – will need clarification what part is HPOA vs the patio homes. For the wall along County Line Road, it is HPOA responsibility when contiguous to HPOA homes but moves to patio homes' responsibility when contiguous to their property.
- *Governing Document Updates*: Steve is updating and collating edits and suggestions but has paused until we select an attorney and move forward as they may start with new templates.

Ex-Officio and ACC Report

- Nothing to report.

Member at Large Report

- No report – Sara absent due to work conflict.

President's Report

- See New Business below.

Old & Continuing Business

- *Revision of Governing Documents*: See update in Vice President's report above.
- *Woodmoor Public Safety*: Discussion about how to move forward with WPS. BOD can hire WPS without membership approval, but since all households will be paying, barely 60% in favor is probably not enough. BOD needs to better educate the membership about neighborhood crime, slow county sheriff response times (days to a week at times), burglaries and thefts (including a firearm), squatting, people trying to evade police ending up in our neighborhood, and dog bites. Without a neutral party to verify claims, it often becomes a "he said/she said" situation. BOD will work to collect crime data and educate the membership.

New Business

- *Letter to HPOA Membership about the Need to Update Governing Documents*: Jim reads his draft letter to the membership discussing how current documents are outdated and do not comply with state laws. BOD will hold neighborhood meetings for feedback, so everyone has input in the matter. Discussion about in-person meetings or virtual meetings – to be determined later. Letter will be a good time to start educating about crime. Christie will draft a letter based on Jim's draft to the membership.

- *Select Candidate for HPOA Attorney:* BOD interviewed two candidates in the last two weeks, and all agree both options are highly capable.
 - *Valerie Cox* is a solo law firm doing the work herself, and therefore, her pricing is more economical. She also brought up the question on the plats. However, she is not a full-service firm and would refer us to someone else for litigation, mediation, etc. should HPOA ever need that level of service.
 - *Lauren Holmes*, as part of a large full-service law firm, is more expensive, will likely hand the work to a paralegal, and we only get two document revisions with her flat fee. However, her firm has in-house litigation, mediation, etc. should we need it.

HPOA has not needed litigation in the past and both firms said it is unlikely. Considering potential land survey costs and maybe hiring WPS, the BOD would like to keep costs low. Valerie is also local and could attend a HPOA membership meeting. Steve motioned to engage Valerie Cox for our governing document updates, Rich seconded. All in favor. **Approved.**

- *Set Budget for Land Survey Work:* Jim motioned that, if the attorney decides we need it, we hire LDC to do the surveying. Jeremy seconded. All in favor. **Approved.**

Date of next meeting is Thursday, May 15th at 6:30 pm at Jim's house.

Rich motioned to adjourn. Jeremy seconded. BOD meeting adjourned at 8:12 pm.

Meeting minutes prepared by Christie Beverly, HPOA Secretary