

HIGH PINES OWNERS' ASSOCIATION, INC. ("HPOA")
General Membership Meeting
January 28, 2013

I. Call to Order

- Meeting called to order at 7:00 PM at "The Barn" 1691 Woodmoor Dr
 - ❖ Members were asked to sign in and provide updated contact information

II. Attendees

- Bob Linza, President
- Joe Berube, Vice President
- Chris Taylor, Treasurer
- Bonnie Sepelak, Secretary

- ◇ Ray & Debbie Jahhaski
- ◇ Ameda Berube
- ◇ Susan Berube
- ◇ Ed Jones
- ◇ Bob Groschen
- ◇ Bob & Sherry McDonald
- ◇ Holly Taylor
- ◇ Matt & Christie Beverly
- ◇ Ron Scott
- ◇ Jim & Barbara Hadley
- ◇ Paul Pirog
- ◇ Scott Parks
- ◇ Dion & Karen Kearney

III. Power Point Presentation, Exhibit A

- Meeting discussions followed a power point presentation that included a section for each Board member ("BoD") to address, put together by Bob Linza

- Bob Linza – 2012 HPOA President
 - ❖ Reiteration of the changes to bylaws in 2012 to include the term of BoD positions, which is one-year term for each position. Vice president automatically becomes president the following year, making the current president ex-officio. Bylaws were updated and filed with the county on 04/11/12.
 - ❖ Bob addressed the BoD records, actions and responsibilities for 2012.

- ◇ The BOD records are to be maintained and available for a three-year period. Bob explained that our records are maintained on the HPOA website (myhpoa.org)
 - ◇ Law passed in 2009 requiring all HPOAs to have a reserve study. The study requires the BOD to look at all common property, making inventory of assets determining what it would cost of a 30-40 year period to maintain the assets and then divide the cost of that period. The thought behind this law is that you don't have any unexpected financial expenditures. Drainage being the biggest issue HPOA has, we do have some common landscaping. Please see attached 2013 approved operating budget, Exhibit D.
 - ◇ Bob addressed the reasoning behind the termination of paid business manager position, which was held by Carrie Johnson for many years at \$250 month. When Chris Taylor took over as treasurer he also took over a lot of the day-to-day business needs. During the first half of the year, the BOD learned what was required to maintain HPOA and about mid-year made the decision that it no longer required the business manager position.
- ❖ The 2012 BOD did a lot of research on areas of responsibilities as far as maintenance on detention ponds, roads & landscaping areas.
- ◇ Early in 2012 the current BOD sat down with Jim Hadley and Carrie Johnson to review and learn about the HPOA Plats (thank you Jim it was a very informative meeting). Bob explained that the Plat is an aerial view of our neighborhood that is filed with the county. The original plat was filed in 2000 and then was amended in 2005 to remove some patio homes. Presentation included slides of the Plat indicating what areas we are responsible for, including Track A – large detention pond, **Track B** Piney Hill Point road, the 15-20' strip along south side of Piney Hill Point, and the smaller, western detention pond & **Track C** 15' strip along the north side of County Line Rd fence from High Pines Drive to the western edge of the Lot 63 of the HPOA, – spray and trim trees.
 - ◇ Bob explained that according to the Plat, HPOA owns, and is responsible for Piney Hill Point Rd. HPOA had been under the impression that road was owned by the Patio Homes Association. It appears that this was something that was set up by the developer & business manager, Sam Schoninger & Carrie Johnson, years ago. Discussion followed as to who was required to maintain the road and whether or not the BOD would go to the county and get to a public road. Per the agreement that was made (unable to locate in writing), the Patio Homes will maintain the road; however, legally, it belongs to the HPOA so we are responsible for it. The BOD has not discussed whether or not we will actively seek making it a public road.

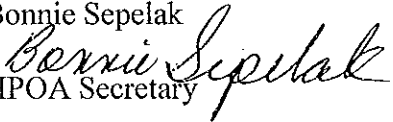
- ❖ Private Detention Maintenance Agreement, 12/22/2000. Whose responsibility is it for drainage? Bob spoke to the fact that if a homeowner is uphill and is changing his landscaping it is his duty, as a good neighbor, to ensure the original character and amount of flow of water are maintained.
- ❖ Lot 61 is the corner lot on the west corner of High Pines entrance, and is owned by Bill Roach.
 - ◇ Carrie Johnston indicated that there had been an agreement with Mr. Roach to put landscaping on the edges of his property. Kelly McCurley, attorney for the HPOA, has no record of any agreement and there is no easement filed with the county. The BoD unsuccessfully attempted, via certified letter, to get correspondence from Mr. Roach, indicating that this was an agreement and it was still honored.
 - ◇ The BoD also discovered that there is line of site triangle requirement to be met, and has been unable to get the county to come out and assist in determining what the requirement is on the corner of High Pines and Kenneth Lainer Dr.
 - ◇ El Paso County is due to start construction on County Line Road, to take the curves out. They will not be taking the big dip out due to the cost. During this time they may need to reroute designated right of ways, which may affect the corner of High Pines and County Line.
 - Due to this circumstance, the BoD deferred the landscaping until completion of said items.
- ❖ Jim Hadley asked if the BoD was planning to continue the retaining wall any further along County Line. The answer is "No". The retaining wall along that area is sufficient as is. The plan is to continue it along High Pines, to the corner, allowing sufficient line of site.
- ❖ Bob went over the road maintenance service requests with the county. You may go to the El Paso County website and put in service requests for crack repair, etc. The county will assess and prioritize the requests. Some of the cracks in our neighborhood could be getting wide enough to cause accidents with children on skates or skateboards, etc.
- Joe Berube – 2012 HPOA Vice President
 - ❖ Joe signed up with NEPCO (Northern El Paso County Organization), which is an organization for HOA's and a good resource. They hold bi-monthly meetings and have speakers come to discuss different topics of interest. Joe has been attending these meetings and it will be the responsibility of the 2013 Vice President to continue to attend.
 - ❖ With the decision to terminate the business manager position, Joe took over the responsibilities of maintenance. Joe has a mowing contractor on call, which will come and mow what we want, when we want.
 - ❖ Joe received bids for Monument Style signage, flat rock style like the Woodmoor signs. The BoD was looking at signs for the three different entrances to our subdivision. We would need to have a surveyor come out and survey to ensure they are placed within legal limits.

- ◇ It was suggested that for the main entrance we would have High Pines on both sides of the rock allowing it to be seen from both directions.
 - ◇ Due to the upcoming county line construction this sign is deferred until completion.
- Chris Taylor – 2012 HPOA Treasurer
 - ❖ Chris presented the 2012 Balance Sheet, Exhibit B attached (included in Exhibit A), indicating that as of Dec 31, 2012 the HPOA had ~24K in cash.
 - ❖ Chris presented the 2012 operating results and the proposed 2013 Operating Budget, Exhibit C attached (included in Exhibit A).
 - ◇ There was significant discussion on the monies allocated to the 2013 landscaping and signage capital expenditures.
 - ❖ A discussion was held on the reduction of HPOA dues and reiteration of the due date of February 28, 2013, along with the late fee penalty of \$25 for every 30 days late, thereafter.
- Bonnie Sepelak – 2012 HPOA Secretary
 - ❖ Bonnie spoke to the process of taking minutes and that they could be found on the HPOA website at www.myhpoa.org.
 - ❖ Bonnie made a request to make sure that all members had provided updated contact information, including e-mail address. The BoD would like to start e-mailing notices so that we could save the HPOA money on paper, envelopes, stamps and address labels.
- Voting
 - ❖ Budget – Paul Pirog motioned to remove the monies for landscaping and signage; Jim Hadley seconded the motion. The only opposing vote came from Joe Berube. The 2013 budget was revised and approved accordingly, Exhibit D attached.
 - ❖ Discussion on the BoD calling a special meeting with the membership when we get to a point that the deferred projects can be reconsidered. Chris Taylor made a motion for the meeting; Paul Pirog seconded. It was a unanimous vote. Therefore, the BoD will call a special capital expenditures meeting of the general membership to get approval for any capital expenditures not previously approved in the 2013 budget.
 - ❖ There was only 1 person on the slate for each HPOA BoD position. A move was made, that unless there were any additions from the floor, to accept the slate as indicated. The move was seconded and the new BoD was elected as indicated on the ballot.
 - ◇ President – Joe Berube
 - ◇ Vice President – Ray Jahaaski
 - ◇ Treasure – Chris Taylor
 - ◇ Secretary – Bonnie Sepelak
- The BoD would like to extend thanks to the following people:
 - ❖ Bob McDonald and Matt Beverly for volunteering to be on the Architectural Committee, along with Bob Linza.
 - ❖ Ray Jahaaski for volunteering to be on the BoD

- ❖ Ron & Mary Scott for volunteering to be on the nominating committee
- Karen Kearney and Holly Taylor for volunteering to work on plans for the summer BBQ in the July – August, 2013 time frame

Bonnie Sepelak

HPOA Secretary

A handwritten signature in cursive script, reading "Bonnie Sepelak", written over the printed name and title.