

NPHOA Board of Director's Regular Meeting Agenda  
May 22, 2024

The meeting was called to order at 4:02 p.m. In attendance were Carol Ciufolo, Mike Ciufolo, Andrew Brandt, Kevin Brenneman and Joe Mruk. Zuza Bohley joined the meeting later. This meeting was conducted using Zoom.

Approval of March 13, 2024 Minutes: Minutes were approved by virtual vote on March 18, 2024.

Approval of April 2024 Treasurer's Report: After clarification in response to questions from Andrew, it was moved and seconded that the Treasurer report be approved. All present voted "Aye". NOTE: Subsequent to the meeting, one member requested their vote be changed from "Aye" to "Abstain".

OLD BUSINESS

1. 2024 Annual Dues: All dues have now been paid.
2. [REDACTED] – Delinquency: The homeowner has paid the outstanding amount and a Release HOA Assessment Lien was recorded with the Boulder County Clerk on March 28, 2024.
3. [REDACTED] – Vehicle Issues: The final \$25.00 payment for the latest fine was received.
4. [REDACTED] – Fence Issue: Fence repairs were made and the fence. The Vista Village fence is leaning against the HOA fence, putting pressure on the post(s). Vista Village needs to be contacted and told to repair their fencing.
5. 2023 Annual Meeting: The meeting was well attended. In addition to the discussion regarding the fence assessment, there was a full review of the Board's regular operating business for 2023 to help members understand the scope of activities and decisions that are handled.
6. Irrigation Update: The initial work to install the backflow regulators has been scheduled for May 28<sup>th</sup>, which will require the water meters to be installed. The target completion date for all restoration is June 8<sup>th</sup>. Carol and Andrew will plan to meet with the contractor for a tutorial in the system's operation. Since the meters have to go in so early to accommodate the early installation, Carol reached out to the city to see if they could delay any actual usage billing until the HOA can get the full system operational. They city has agreed to have their water truck provide temporary irrigation each week in the interim. (NOTE: We were notified on the 28<sup>th</sup> that the city licensed subcontractor doing the backflow work was delayed until May 30).

We have received new water usage estimates to reflect smaller trees. At a quick first look it appears that the projected water costs will be less than originally budgeted for 2024.

We will ask about having a padlock for the controller at all circles.

7. Fence Replacement Update: The fence committee is resuming meetings to gather additional information for the project and as things progress to take on individual roles to help with the tasks that will need to be done. Kevin will serve as the Board's interface with the committee.

One contractor appears to have dropped out. A second contractor has provided new quotes for a full turnkey project (construction, brush removal and staining): [REDACTED]

[REDACTED] The third vendor has not yet updated their original quote for a turnkey project pending a discussion with the fence committee about an alternate metal post system. The fence committee will reach out to three other vendors for quotes. As was the process before, the vendors will be invited to meet with the committee for a full discussion of requirements and address questions from the committee. Andrew requested information on the quotes received and requirements.

#### NEW BUSINESS

1. HOA Registration: The registration with the State of Colorado Department of Regulatory Agencies, Department of Real Estate has been renewed. This is separate from the annual registration with the Colorado Secretary of State.

2. Newsletter: The newsletter was issued in early May.

3. Spring Cleanup: There was a lower turnout for the event this year. Susan believes this was due to the weather, and the need to have to change the date because the weather was not favorable. The budget for the event was \$100. Susan spent \$72.00 but requested that she only be reimbursed \$35.00. She will be bringing non-perishable leftovers to the summer picnic and kept the perishables. Lower attendance – puts it up to weather and need to change date. \$35.

4. Summer Picnic: Carol will follow up with Joe Houlihan to coordinate a date for the picnic.

5. [REDACTED] – Exterior Paint: The homeowner contacted the HOA about repainting their home. There were not making any change in color so no formal Board approval was required.

6. April and May Virtual actions:

- [REDACTED] – Porch Extension Project: Approved by virtual vote 5/8/24. All vote "Aye".
- [REDACTED] – Driveway Replacement with 2 sq. ft. extension: Approved by virtual vote 5/8/24. Three "Aye" votes. [REDACTED] recused himself from the discussion and vote.
- Approval of irrigation restoration quote from Green Man: Approved by virtual vote 5/8/24. All voted "Aye".

7. Website Update: The following was completed for the site:

- Two new board members names added
- 2023 Annual Report
- Updates to Circle and Fence Project Status
- May 2024 Newsletter posted
- March minutes posted
- May 22<sup>nd</sup> meeting announcement posted

8. Lawn Maintenance – [REDACTED]: Andrew spoke with the tenants, who had already addressed the issue and assured him that they understood the responsibility and would continue to perform the maintenance. The homeowner will receive the first email notice regarding the issue – if there were to be any further issues the HOA needs to have taken the proper first step and not deal with this differently than how any other homeowner would be treated.

9. [REDACTED] – Request for Approval – Drainage Project: The homeowner is having a larger French drain installed along the side of her driveway and will be removing greenery and covering the pipe with gravel. It was moved and seconded that the project be approved. All present voted “Aye”.

10. [REDACTED] – Lawn Maintenance – Weeds: The homeowner self-reported that they are aware that their property has a weed problem and wanted the Board to know they have been trying different weed control products.

11. Homeowner Request – Support for Ban on Parking Lime Scooters: There are numerous, perhaps an increasing, number of times that Lime Scooters are being abandoned on the sidewalk, on the street next to the curb, on the curb lawns of homes, in front of the little library, etc. A homeowner has requested that the Board submit a request to the city to designate Noble Park and a “No Parking” area for the scooters. The board discussed how a total ban for Noble Park could negatively affect our homeowners who may want to or do use scooters for alternative transportation. The scooter program does not allow them to be left in any of these places, and the group collectively decided a better course of action would be for the HOA to contact Lime and request that they (a) collect the scooter more frequently, and (b) step up their enforcement of their parking rules. Kevin will reach out to Lime.

12. Homeowner Concern – [REDACTED] Fence Project: The Board originally approved the fence based on the homeowner’s assurances that they would follow the HOA Rules and Fence Guidelines as well as Boulder code, and the note on the landscape plan describing a four-foot, open design fence. The fence that was built has very small, almost invisible gaps between pickets. There was discussion about the Board directing the homeowner to rebuild the side and front section of the fence to increase the gap; however, the Rule and the Guidelines do not specify or provide any enforceable standard for the minimum size of the gap. The Board did not require the homeowner to provide a fence elevation drawing that could have prevented the fence being constructed in this manner. The Board will not require any change to be made to this fence, but will take action to establish a specific, measurable standard to be used and to require an elevation drawing to be included in any fence project submission. Kevin suggested the use of a standard percentage measurement as a ratio of fence section length and the size of the gap, and the use of a table that would illustrate this standard to help homeowners in their design. A possible percentage of 20% was mentioned. Kevin will write up a description of this for the Board to review.

Kevin also brought up the city’s rules that solid fencing on the southern side of a street is required to be set back from the sidewalk at a measurement of the height of the fence. He suggested that we ask the city for clarification regarding the setback of an open fence next to a sidewalk versus a close fence. Kevin and Andrew will collaborate on a recommendation to the rest of the Board. (NOTE: Subsequent to the meeting, Kevin advised that the solid fencing on a south side of a sidewalk is only in the HOA Rules and Regulations, not in any city codes.)

13. Scheduled Board Meeting Times: This topic will be revisited; however, Andrew advised that the “hard” adjournment at 5:00 p.m. should not last that much longer.

14. June Meeting and Vote: This agenda item was not discussed beyond acknowledging that the meeting needs to be planned.

With no further business or conduct the meeting was adjourned at 5:22 p.m.