

NPHOA Board of Director's Regular Meeting Agenda
October 30, 2024

The meeting was called to order at 4:10 p.m. In attendance were Carol Ciufolo, Mike Ciufolo, and Kevin Brenneman. This meeting was conducted using Zoom. There were not enough board members for a quorum, and after waiting for others to join the meeting was adjourned at 4:30 p.m.

The meeting was re-called to order at 4:41 p.m. In attendance were Carol Ciufolo, Mike Ciufolo, Kevin Brenneman and Joe Mruk.

Approval of August 9, 2024 Regular Board Meeting Minutes: Joe moved and Mike seconded that the minutes be approved. All present voted "Aye".

Approval of August and September 2024 Treasurer's Reports: Carol moved and Joe seconded that the two reports be approved.

OLD BUSINESS

1. Fence Replacement: Kevin reported that the contract was signed and work is scheduled to begin on November 4th at the entrance to the neighborhood. The contract provides for a 60-day period of performance, and the plan is for the crew to do 1-2 houses a day. The dumpster will be located in front of the library box in front of 3235 Wright Avenue. This is the least disruptive place to avoid traffic issues.

The tree in the backyard of 3331 Wright Circle will be removed by Denver Fence via a change order after the original tree removal company was unable to meet our schedule. The fence team will also perform any other tree trimming needed as the move along the fence line. Kevin has worked with the Vista Village representative to coordinate work related to Vista Village trees.

The low section of fence at the entrance to Noble Park is currently located on the owner of 4903 Franklin Drive's property, so the new section will be moved over to the property line, running in a straight line from the main post to the sidewalk. The Kings Ridge HOA has been advised of this change. Denver Fence has already contacted the utility locator service to check for buried lines.

Kevin will be checking on the worksite each day to handle issues as they come up. A change order approval process has been established to enable a quick turnaround with no delay to the project.

2. Irrigation/Utility Billing: Carol reported that the city approved a water leak adjustment to the bill from when there was a break in the manifold. They credited approximately \$500 toward the bill, leaving approximately \$250.00 that had to be paid. Exact numbers can be provided on request. The monthly bills are currently running at a total for all four circles of just under \$100/month. Since this has been the heaviest watering schedule that we might encounter for the new trees, there should not be more than \$100 to \$120.00 a month for the next year.

The existing NPHOA landscape contractor has a water truck and will be providing the required irrigation by truck for the week of November 4th and twice a month November through March. Sprinkler irrigation will then begin. He will wrap the trees and re-mulch them for cold weather protection.

The contractor winterized the sprinkler systems last week.

3. Special Assessment: The initial installment payments have been made by 80% of the HOA owners, representing 77 properties. One homeowner has requested a payment plan of \$50/month for 3 months. Carol moved and Joe seconded approval of the plan. All present voted "Aye".

NEW BUSINESS

1. Certificate of Deposit: The CD, opened with \$145,000 of reserve funds matured on October 21, 2024 with a total value \$156,502.81. A wire transfer fee was deducted from the total for a net deposit to the Money Market account of \$156,477.81.
2. Snow Removal Contract: The snow removal contractor emailed the HOA seeking approval of a contract for 2025 with a 5% increase in cost. Carol moved and Mike seconded that the proposal be accepted. All present voted "Aye".
3. Lawn Maintenance Contract: The contract signed with the landscape contractor in 2023 had a two-year term. This contract may need to be modified to add the additional irrigation responsibilities to turn on and winterize the systems, perform irrigation system maintenance and provide truck watering for the winter months.
 - 2-year contract – will need to be modified
4. [REDACTED] – New Fence: A request for approval of a new fence was submitted and the HOA responded with a request for information on the height, color, etc. The homeowner has decided to wait until the spring to resubmit this project request.
5. [REDACTED] – Fence Stain: A request for approval was received and the HOA responded with a request for all details on manufacturer, type and color. We have not heard back.
6. For the Record – Project Approvals:
 - No formal approval needed:
 - [REDACTED] – Windows replacement
 - [REDACTED] – Windows replacement
 - [REDACTED] – Porch Replacement
 - Approved by virtual vote:
 - [REDACTED] – Solar Panels
 - [REDACTED] – Exterior Paint
7. Community Fire Risk Reduction Specialist: Andrew had previously shared with a board member some information on a community resource person who is available to answer questions and assist homeowners who wish to reduce fire risk and make changes to landscaping for greater fire resiliency. The attendees felt this would be a good item to include in the next newsletter.
8. [REDACTED] –
9. Campers Parked in Neighborhood: There are currently two campers/recreational vehicles parked in the neighborhood. The Covenants specifically prohibit this (*reference Article 7.17 "No ... camping trailer, camper, camper shells, recreational vehicles ... may be parked..."*), though the HOA has a policy resolution to allow the campers to be parked in front of the homeowner's house the day before a trip and for a day after the trip is concluded.

These two campers have been parked in their driveways for two or more months; however, with all of the activity for the fence and the scheduling challenges of meetings this summer this was never addressed. This has been strictly enforced and there are some strong equity elements to consider as some homeowners with campers have been vigilant in observing whether the board enforces this.

One camper is a compact-style cabover on a pickup truck and the other is a small pop-up style tent camper. After discussing the Covenant's applicability to the cabover, which is quite compact, it was moved that to be equitable, the initial email notice of a Covenant violation be sent to each owner, advising them that the campers need to be in the garage or removed from the neighborhood. The motion was seconded. Three members voted "Aye" and one member abstained.

With no further business to discuss the meeting was adjourned at 5:07 p.m.