

NPHOA Board of Director's Regular Meeting Agenda  
March 6, 2025

The meeting was called to order at 5:36 p.m. In attendance were Carol Ciufolo, Mike Ciufolo, Kevin Brenneman, Andrew Brandt, Joe Mruk and Zuza Bohley.

Approval of December 23, 2024 Regular Board Meeting Minutes: Approved by virtual vote in January.

Approval of December 2024, January 2025 and February 2025 Treasurer's Reports: The question was raised as to why the two 2025 Income and Expense reports showed the budget for annual dues at the full \$22,990 amount rather than the "actual" amount collected to date in 2025 through the \$92 per homeowner payments. It was felt that showing the total of the combined Special Assessment first payment and the 2025 collection would be better for record keeping purposes related to historical dues assessments, and to prevent the 2025 "actual to budget" data from being "in the red" for most of the year. Carol moved and Andrew seconded that the report be approved. All present voted "Aye".

OLD BUSINESS

1. Fence Update: Kevin provided a report on the current status of the fence construction.

Partial payment was made covering the portion of the contract dedicated to demolition and disposal of the old fence and installation of the new posts and pickets. We have had very positive feedback from homeowners on the fence line and others in the neighborhood. Punch items that are still open are:

- Stain coverage: The section of fence that has been stained doesn't look like it has enough paint on it. The coat looks very thin, and since it is a rough grain, from an angle one can see unpainted portions of the grain. This needs to wait until staining resumes once nighttime temperatures are above 35F.
- 4903 Franklin:
  - replace the 3 sprinkler heads near the fence
  - install trim boards on low section of fence
- 4945 Tesla Circle:
  - Right side fence has a leaning post, wasn't before.
  - gate does not close properly, it shouldn't hit the side of the house, should be flush with the house.
- Dumpster damage to road is still being discussed with the city of Boulder.
- In all the other yards the side fences have been attached to the back fence, and sprinkler lines have been placed back where they were prior to construction.

2. Annual Dues: One owner has an outstanding balance of \$50.00.

3. Homeowner's Updates to NPHOA Contact List: A request was added to the 2025 Annual Dues notice requesting that any owner who did not receive an email of the notice contact the board at the NPHOA email address to update their information. One homeowner responded.

## NEW BUSINESS

1. Budget Planning Model: Mike presented three documents detailing a model he created to guide HOA budget planning through the year 2058, when funds will be needed for the next fence replacement, and to ensure funding is accrued for routine periodic maintenance of the fence. The plan proscribes set yearly dues increases to support planned annual investments in reserves for both fence actions. An additional investment is established to provide for a working capital contingency reserve for emergencies or HOA community improvement projects. Copies of the three documents are attached to these minutes.

Zuza moved that the board approve this model for implementation in future planning. Joe seconded the motion and all present voted "Aye".

2. Annual Meeting: Carol proposed that the annual meeting be held on either the 20<sup>th</sup> or 27<sup>th</sup> of March as those were the dates that the Meadows Library meeting room was available. After discussion, it was decided that Carol would look for different dates at another library that could accommodate the meeting.

3. 2024 Taxes: The 1099 forms for all of our contractors were completed and mailed before January 31st. The taxes are complete and will be mailed this week. The HOA owes \$216.00 in Colorado tax and \$1,498.00 to the IRS, for a total of \$1,714.00. We budgeted for a total of \$1,736.00.

4. Financial Review: Dennis has agreed to perform this review again for the 2024 Calendar Year. He will be given the documentation on Monday, March 10<sup>th</sup>.

5. [REDACTED] – Bins and Trash: We have received a written complaint about the owner of the home's tenants leaving trash receptacles out and trash blowing around into neighbor's yards. The complaint with pictures was forwarded to all board members. Zuza moved that the initial advisory email be sent to the homeowner. Andrew seconded the motion and all present voted "Aye".

6. [REDACTED] – Camper in Driveway: Carol moved that the initial advisory email be sent to the owner to let them know that this is a violation of the Covenants. Zuza seconded the motion and all present voted "Aye".

7. [REDACTED] – Sheriff's Auction and HOA Lien: The HOA attorney has advised the board that a sheriff's auction has been scheduled for April for this address. The HOA did not initiate this sale - there are a number of liens and encumbrances against the HOA from other entities. We do have an outstanding Judgment for Enforcement and lien against the property for unpaid fines and penalties and attorney's fees related to the judgment and foreclosure action. The HOA has the option of abandoning the lien or affirming the lien. Zuza moved that the HOA affirm the lien. Mike seconded the motion and all present voted "Aye".

8. [REDACTED] – Bins: We have received a second complaint about the homeowner's bins being visible from the street. Andrew moved that the first official Notice of Noncompliance (with no fine) be mailed to the homeowner. Zuza seconded the motion and all present voted "Aye".

9. Spring Cleanup: Susan Jones will be leading the cleanup efforts again this year. She advised that she was planning the event for April 19<sup>th</sup>, with a rain/snow date of April 20<sup>th</sup>, and has contacted the city to

arrange their support. Zuza pointed out that the 20<sup>th</sup> is Easter and after discussion the board decided on Saturday, April 26<sup>th</sup> (rain date April 27) as the new date. Carol will let Susan know.

10. Mike brought up the city's recent work in flood mitigation and the resulting drainage of standing water at Christensen Park, which will greatly reduce the mosquito population. He suggested that we send a note to the city to thank them for their efforts.

11. Andrew brought up the sidewalk sections replacement currently underway in the neighborhood and suggested that a thank you for this work be added to Mike's suggestion. He also requested that we include a request to the city to give us better notice of activities like the sidewalk replacement and also street sweeping so that homeowners can take steps to prepare to move their cars or what ever action might be needed. Carol will write the city regarding these items.

With no further business to address, the meeting was adjourned at 6:52 p.m.