

Meadowdale Hills Property Owners Association (MHPOA)
Board Meeting Minutes
Monday, January 20, 2025

Attendees:

- Dan Turk (President) – present
- Susan Johnston (Vice-President) – present
- Kristin Schmelter (Secretary) – present
- Brigitte Delisa (interim Treasurer) – present
- Kevan Davidson (member-at-large) – present
- Shannon Considine (member-at-large) – present
- Keith Pearson (member-at-large, ACC Chair) – present
- Trevor Igel (member-at-large) – present
- Phil McLain (member-at-large) – not present

Meeting Minutes – meeting convened at 6:02 pm

- **Guest: Fire Mitigation** – Logan Lasley from Estes Valley Fire Protection, Prevention Division (Contact information: llasley@estesvalleyfire.org 970-577-0900 x3694)
 - Logan provided an overview of the Home Assessment services offered by EVFP to property owners.
 - Home Assessments for fire prevention are free and consists of:
 - A walk around with property owner to assess the home structure and defensible space in terms of vulnerabilities and recommendations.
 - Photos are taken and a full report with comments and recommendations is provided to the property owner after the assessment. The approach is customized and tailored to each property owner and property.
 - Property owners can get more information and contact EVFP for an assessment via their website <https://www.estesvalleyfire.org/wildfire-partners-evfpd-wildfire-mitigation-assessment>
 - Anyone interested in becoming a Neighborhood Ambassador can find information at <https://www.estesvalleyfire.org/neighborhood-ambassador-program> . There will be an informational meeting at the library on Wednesday, January 29 from 12:30 – 1:30 pm in the Hondius Room about the Ambassador Program.
 - CSFS Wildfire Risk Map <https://co-pub.coloradoforestatlas.org/#/>
- **Financials**
 - **Financial report** (Brigitte)
 - Brigitte reviewed the 2024 Year End Balance Sheet and P&L
 - Balance Sheet – a correction needed to be made to the Balance Sheet. The corrected Balance Sheet along with the P&L are included in this email.

- **Pole Hill Road Maintenance by County** (Keith)
 - Several people reached out to the county in November/December about the poor conditions of Pole Hill Road.
 - Discussions with the county were not satisfactory, including perceived rude treatment, inaction, and excuses regarding damage caused by non-county plowing of Pole Hill.
 - Finally, maintenance was done about two weeks ago.
 - **ACTION NEEDED:**
 - The Board agreed that we should set up a meeting with our County Commissioner Jody Shadduk-McNally to discuss Pole Hill Road Maintenance and other topics. It was suggested that we may want to invite the appropriate person from Ravencrest Chalet to this meeting.
 - **Kristin will reach out to Jody to find availability for a special meeting with interested Board members in February. The priority topic of this meeting is road maintenance however if time permits, other topics such as how the county is handling STRs may be included.**
- **Short-Term Rentals:** Identify any properties not in compliance with the county code and MPOA covenant and work with the county on action as appropriate.
 - We briefly discussed the current state of short-term rentals in the community. In order for us to take action beyond informing the county of advertised STRs, we need to have a Covenant Enforcement Policy in place. See notes below on *Covenant Enforcement Policy* regarding this topic.
- **Amended Collection Policy**
 - We reviewed an amended Collection Policy provided by our legal counsel. This amended policy updates our current policy (approved April 2022) so that it is compliant with current state laws and allows us to take action against properties with outstanding balances.
 - **NOTE:** A request was made to correct the title of the policy to MPOA Amended Collection Policy. Upon review, it was determined that the legal name of our association is correct on the document, *Property Owners Association of Meadowdale Hills, Inc.*, so the title will NOT be changed.
 - **MOTION: Approve amended Collection Policy**
 - **Motion unanimously approved.**
- **Covenant Enforcement Policy**
 - Dan, Brigitte, and Kristin recently met with our legal counsel who advised us that in order to enforce our Covenants, we should adopt an enforcement policy which he provided to us.
 - The Board discussed the pros and cons of such policy:
 - Pro: The ability to take action such as notices, fines, and legal actions in such cases that a property owner is not in compliance with the covenants. Examples include Short-Term Rentals, non-compliance

- with use of property such as home businesses not contained within the dwelling, storage of business equipment (i.e., construction equipment) outside a property, outside business advertisement, etc.
 - Con: Documentation and numerous steps necessary to enforce compliance with maximum fines of only \$500. Is this beyond the capacity we have as a small board?
 - **ACTION NEEDED: The Board recommended that all board members review the proposed policy (attached to email) and “Reply All” with thoughts, questions, and comments related to the policy by no later than January 30. Dan and Kristin will compile the feedback and discuss it further with our legal counsel and present the findings at our next board meeting in April.**
- **Other Topics**
 - **Set annual meeting date**
 - MOTION: 2025 Annual Meeting to be held on Sunday, June 29 in the afternoon (time TBD) at the Christian Church of Estes Park (plus Zoom)
 - Motion unanimously approved.
 - Keith will work with the church to confirm availability.
 - NOTE: Our current bylaws state “ARTICLE XI. Association Meetings and Association Polling 11.1 Annual Meetings of the Association 11.1.1 An Annual Meeting of Association members shall generally be held the second Saturday of July of each year.” The actual place and time of the meeting shall be chosen by the Board of Directors and announced by paper mail or electronic methods.” It was recommended that we amend the bylaws regarding the date of the annual meeting.
 - **MHPOA Social Events**
 - December Event – feedback was very positive.
 - MOTION: Next social event will be held on Sunday, March 23 from 2:30 to 4:30 pm at the Christian Church of Estes Park.
 - Motion unanimously approved.
 - Keith will work with the church to confirm availability.
 - Keith made the recommendation and the Board agreed that we hold a fall social event in September at the church to coincide with the annual Chili Cook-Off sponsored by the Christian Church of Estes Park and Ravencrest.
- **Topics we were not able to discuss in detail.**
 - **Officer positions succession planning (Dan)**
 - President: Dan Turk – need to recruit replacement, Dan would like to step down from President
 - Vice-President: Susan Johnston – serving as interim, Susan not interested in being President

- Treasurer: Pattie Rowan resigned and will not be coming back in May as originally planned. Brigitte Delisa currently serving as Treasurer – need to recruit replacement, Brigitte looking to step down
 - **New Website** (Kristin)
 - Kristin will provide the ability for the Board to review the new website prior to putting it into production.
 - Keith and Brigitte offered to proofread prior to production.
 - **Board Meeting attendance** – please inform Dan/Kristin if you will be absent, if two meetings are missed without informing the board, you may be removed from the board.
- Meeting adjourned at 7:51 pm

Updates – Ongoing projects. Updates provided in this document. Will only discuss during meeting if requested by board member(s).

- **New Mailboxes:** Work with the USPS to have new mailboxes installed that are adequate for the current and future property owners in MHPOA.
 - Current status
 - USPS is having difficulty finding a concrete contractor to quote on work. In 2023, the MHPOA Board approved up to \$2,000 to pay for this work.
 - Once concrete is poured, USPS will replace Pole Hill Rd and Meadowdale Dr mailboxes and add enough mailboxes so that all MHPOA properties now and in the future will have a box.
 - Actions:
 - Any recommendations for concrete contractors to share with UPSP?
- **Online Payment Option for Annual Dues:** Set up an online payment system that property owners can use to make their annual dues payment making it more convenient.
 - Current status
 - **May be able to include on new website.**
 - Any update? Kevan/Dan
- **Wildfire Partner Program:** There is a county program that was mentioned at the Annual Meeting. There was interest by the property owners in finding out more about the program for possible communication to MHPOA.
 - Current status
 - **Is this something the Board would like to take on?**
 - **Who would like to take the lead?**