

# Buffalo Creek Homeowners Association

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## Board Meeting Minutes October 10, 2019

**MEETING:** The Board Meeting of the Buffalo Creek Homeowners Association was held at the Leeper Center on Thursday, October 10, 2019. Sally called the Meeting to order at 7:03 pm when a Quorum was established.

**PRESENT:** Board Members present: Sally Weisser, Natalie Ross, Alden Gaw, Kim Holbrook and Jesse Riesterer. Bryan Lamoreaux was absent.

**MANAGEMENT REPORTS:** There was not a Quorum achieved for the September 12, 2019 meeting so both months management reports need to be looked over. Jesse made the motion to approve both minutes. Natalie seconded and the motion passed by a unanimous vote of the Board. Tim went over the Delinquency report. The same few people are the top 5 delinquencies and on the trash suspension list. Alden made the motion to approve both of the Financials. Natalie seconded. The motion passed by unanimous vote. Tim will follow up on the dumpster on Indian Village and White Buffalo. Jesse said the people in that house moved to Idaho.

**ARCHITECTURAL REVIEW COMMITTEE:** Kim reports everything slowed down and she has everything organized. She had not followed up on the Solar on 9043 Spirit or the one on Indian Village. Tim would follow up with a letter on the Spirit St instillation and Kim would send a note to the Indian Village one. Tim will send notice to Sun Talk Solar that due to improper instillation they are no longer an approved installer. Kim announced she would need someone to take over for her by January. Tim pointed out that we have not officially voted for an ARC Chairman or a Board Secretary. Natalie offered to help. Jesse made the motion to appoint Natalie to the ARC Committee which was seconded by Kim. The vote to approve was unanimous.

**DISCUSSION ITEMS:** Annual Meeting should have a note asking for Board and ARC member volunteers. Tim pointed out that we need a Secretary for the purpose of signing documents. Sally asked if she could be both the President and Secretary. It was pointed out that a majority of the Documents are signed by the President and their signature is attested to by the Secretary. Natalie was questioned if she would be both Secretary and Treasurer. Jesse motioned and Kim seconded to nominate Natalie for Secretary. Motion passed unanimous. There was confusion on the Landscape bidding process. Tim will look into Landscape contractors to get bids for the next meeting. Tim discussed the Tree Top Contract which is a three year contract which has two more years. Dead trees (6) were removed on Buffalo Creek Parkway and Co Rd 9 this year. We need to put a note in the annual newsletter to have homeowners remove dead trees. The Swingle contract which is the Christmas tree lights was discussed and gained Board consensus to continue. The HOA perimeter fence was painted along Buffalo Creek Parkway from the north sidewalk to Washington this year. Jesse asked if notice was given to homeowners of staining. Maybe we should post on the website in the future. The Management Company contract is up for renewal in November. It was discussed that we were trying to find someone just for lawn mowing and have Water Dogs do the irrigation if possible. There is also the

consideration for snow removal if we do not go with Greening Up. We need to come up with a Budget for the 2020 season by next meeting. Board needs to come up with ideas. Please email those in. We need to look at some form of an inline filter for the irrigation system to help clean the water prior to plugging spray heads. Sally has planted some flowers at the sign and has bulbs she can put in once it dries out a bit. The HOA irrigation system should be blown out about mid-month. Dumpster approval is an ARC approval where they mark the start and end date so we can make sure they get moved upon completion. Kim asked about the fine process. Tim stated that when it's a Board Member it's a dicey issue but they have to also comply with the guidelines. Discussion for consideration on refunds needs to go in front of the Board when it's a Board member. After additional discussion it was pointed out that there are specific guidelines in the documents that Board members should be aware of. We have on the Website two Documents specific to Kim's question: "Hearing Procedure" and "Procedures for Addressing Disputes". This is also disclosed on the disclosure form when a fine is assessed. A copy of the letter and the enclosure form will be sent to Kim again for review. The management company does give consideration to homeowners when they are notified of extenuating circumstances. There have been multiple situations where considerations have been given on request to homeowners on a case by case basis. (Some require Board approval) The Website does not have a "Contact the Management Company" link, only ARC. This should be changed. Also missing is a note under the Management Company on "how to pay dues/fines". There should be a place that shows the mailing address that is easy to find. The HOA mailing address is; Buffalo Creek HOA, PO Box 1182, Wellington, CO 80549. Tim pointed out one of his properties was also assessed a fine. John, the Compliance guy, is blind as to who owns what. He needs to apply his discretion evenly with everyone. John drives around only twice a month, however only once in December. The violation letter does have the address and the management company email. Kim feels that improvements on the website will solve a lot. The information (Contact the Management Company, phone, email, mailing address) needs to be on the Homepage. A Website link to the Management Company needs to be set up. Board members started doing a search on their phones at the meeting and some saw some info, others not, but all thought it needed be addressed. Brian should be contacted so it isn't so hard to find. There seems to be different "Contact Us" pages that come up depending on how you click on the "Contact Us" page. Alden seemed to have it figured out and would contact Bryan.

**NEXT BOARD MEETING:** The next Board Meeting will be held Thursday, November 14, 2019, 7:00 pm at the Leeper Center.

**ADJOURN:** At 8:30 Jesse made the motion to Adjourn. Kim seconded and the vote was unanimous to adjourn.