

# **Burland Homeowners' Association, Inc.**

Board of Directors Meeting Tuesday, April 2, 2024, 7:00pm - REVISED

## **Meeting Minutes**

### **Attendees:**

#### **Board:**

Jeff Baker, President  
Bill Bruner, Treasurer – Not Present  
Bill Beggs, Secretary  
Debra Stephen, Director  
Keith Doubleday, Director  
Mike Fisher, Director – Not Present  
Jon Morello, Director

#### **Members:**

Debbie Chapman, Steve Vincze, Angie Baker, David & Stephanie Kott  
Heather Wilt, Tiffany Stanescu

#### **Non-Member Residents:**

Ella Jeffers

**Call to Order:** 7:01 PM. Quorum was declared.

#### **Review & Approval of Prior Minutes:**

Jeff Baker introduced Lindsay Smith who is the HOA Attorney. Lindsay will be providing the board with information about our fiduciary responsibilities going forward.

#### **General Items**

Lindsay Smith provided the board with details of their fiduciary responsibilities and gave real world examples to help make this clear.

Lindsay also mentioned a new Colorado law regarding notification at the park related to disclaimer of liability if we ever decided to make the park public again. She suggests not making the park public.

The topic of covenants and covenant enforcement was discussed. It was suggested that issues with covenant violations be handled through Park County or through small claims court between owners.

Jeff spoke about the legal issues related to the tower and working with our attorneys related to permits, current contracts and new contracts.

Keith suggested that the board have access to the current contracts for review.

Keith motioned to have contracts shared with all board members. The motion was seconded and approved unanimously.

Additional discussion about the tower legal structure – the HOA owns the tower and leases space to the carriers. They have responsibility for their equipment and the HOA is responsible for the tower. There is speculation that the carriers have been overusing the space, but this needs to be verified.

### **Open Session:**

Member Suggestion – They like the new format and thought it might be ideal to have an additional open session at the end in case anything discussed during the meeting could be discussed as needed.

Bill Beggs mentioned that the members also have access to email for questions or comments.

Keith motioned for the addition of a closing session at the end of business to cover any questions by members for items discussed during the meeting. The motion was seconded and approved unanimously.

### **Officer Reports:**

**Jeff Baker, President** – Shared that the Easter Egg Hunt was a big success. Jon Murillo will provide details later.

Highline has offered to provide a donation to the community. They typically offer a \$1,999 donation and are open to a proposal from the HOA on a different amount.

Keith mentioned that Highline would need to get internal approval for additional amounts.

Debra discussed that mulch is the biggest priority and agreed to get pricing that can be shared with Highline.

The board approved the purchase of the Association Sphere software for a one (1) year term so we can test this for our organization. Several members have had issues with not receiving emails and hope that this solution will help resolve this.

**Bill Bruner, Treasurer** – Not in attendance.

There was discussion about potentially having a backup for depositing funds into the account if the Treasurer was out.

### **Committee Reports:**

**Firewise** – Keith provided information about a class being offered by Fire Adapted Bailey on planning for a wildfire evacuation. The class will be held at the Platte Canyon Fire Station on April 6<sup>th</sup> and again on April 14 from 2:00 PM – 4:00 PM.

There was discussion about evacuation planning and it was shared that Law Enforcement (Sheriff and State Patrol) as well as the Fire Department will manage any evacuations.

Bill Beggs shared that he is in the process of getting Firewise restarted. He has been working with Shelby at PCFD and Fire Adapted Bailey. Additionally, Team Rubicon will be in our area this spring to help with mitigation assistance. They received funding for mitigation and chipping projects in the area.

The PCFD also received funds to help with chipping operations in the area. If you have chipping needs, please contact PCFD to get onto their list.

Bill discussed high level planning for creating a defensible space around your dwellings and using the defined “Three Zones” approach to reducing wildfire risk.

**Easter Egg Hunt** – Jon Murillo shared information about the recent Easter Egg Hunt. The event was a huge success and was supported by about 10 volunteers to help prepare the eggs, hide them for the kids and support the event. The volunteers stuffed eggs with candy, designed and published the flyers – including posting these at local mailbox locations and on social media. The turnout was fabulous and no child was left unhappy!

**Park** - Debra Steven mentioned that the new sign is still in work and we are waiting for an update. There was discussion about potentially moving this project to another person or company. Debra is going to follow up and either get an update on the status or gather the materials so we can look for an alternative solution.

Debra reported that there have been requests for reservations of the park, however they were from non-residents.

There was one group that represented the Ham Radio club that wanted to be able to access Mt. Bailey to perform periodic radio tests to support an emergency.

Bill Beggs mentioned that this is a common practice for Ham Radio clubs in preparation for emergency situations. It was suggested that this could potentially be linked with Firewise activities. Bill was going to follow up with the club(s).

**HOA Website** – There was discussion about the recent Website cleanup that was completed. There was member concern about historical information about the neighborhood being maintained. Keith shared that the changes were removing old project statuses, such as Highline schedules, etc. and updating items that conflicted with the current bylaws and practices. No historical information about the neighborhood was removed.

**Old Business:**

### **Closing Open Session:**

Debbie Chapman – Mentioned that the calendar on the website had not been updated. Asked if the new software will be aligned and/or interact with the current website.

Keith mentioned the software is separate from the website and has expanded capabilities, but our initial focus is to use this for communication improvement.

Heather Wilt – had interest in donating plastic easter eggs; suggested having Bill Beggs accompany the Ham operators to Mt. Bailey as a member and keep it separate from the board; and suggested that if we have someone else do the park sign, we should get at least three estimates.

Angie Baker – Asked if the main goal for the software purchase was to enable the payment processing.

Keith mentioned that the software has that capability, but our current focus is to improve communication and then look at other options that could be handled with the software.

Tiffany Stanescu – Mentioned the neighborhood garage sale and that most times at least one person wants to use the pavilion for their items. Typically, they do not, but wanted to understand the process for reserving the pavilion or the parking lot for the event.

### **Action Items:**

Jeff Baker to reach out to the Sheriff to escalate the speeding issues here in Burland.

Debra Stephen to get estimates for the mulch delivery that we can send to Highline.

Debra Stephen will check on the status of the Park Sign project.

**Adjournment: 8:34 PM**