

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

Board of Directors Meeting Tuesday, September 3, 2024, 7:00pm

## **Meeting Minutes**

### **Attendees:**

#### **Board:**

Jeff Baker, President

Keith Doubleday, Vice President

Bill Bruner, Treasurer

Bill Beggs, Secretary

Debra Stephen, Director

### **Members:**

Tim Peterson, Debbie Chapman, John Gleason, Angie Baker, Linda Murillo, Jon Murillo, Patrick Urban, Beth Fisher, and Mike Fisher

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

**Call to Order:** 7:00 PM. Quorum was declared.

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

August Minutes approved.

### **General Items**

#### **Open Session:**

##### **Member Feedback:**

Angie Baker suggested that the HOA should send reminder emails to residents for the HOA meetings. This is really important. Also, can we send an email about the open board positions?

Tim Peterson mentioned that he and his wife are both registered for email updates and have not see emails in several months.

Additionally, wanted to know the current status of Firewise. Bill Beggs will send out test emails tonight to several folks.

Beth Fisher mentioned that the May and August meeting minutes have not been posted. Also mentioned emails are not being

received. Beth mentioned that there was a discussion about covenant items and what is being done about them. She suggested that Park County wants HOA's to report these for citizens as they see those complaints as higher priority.

Bill Beggs will check on the May minutes as they should have been. August minutes were just approved tonight and will be posted.

Patrick Urban asked about the status of installing the new park sign. He is willing to help with the installation and asking only for reimbursement for materials as needed. He suggested that the HOA show appreciation for the work to complete the sign.

Debra made a motion that we reimburse for supplies up to \$200 to install the sign. Motion passed unanimously.

Debra also motioned that the board approve a gift card for the artist to a local business. Motion passed unanimously.

## **Officer Reports:**

### **Jeff Baker, President:**

Shared that the meeting room at the Fire House will be closed indefinitely. The damage is substantial and insurance will not cover the damage.

We will be looking for alternative sites to have the meetings.

Possibilities are Lutheran Church, Bailey Community Center, Park County Library. We may need to use Zoom as a backup.

There are still 2 open seats on the HOA board. Anyone interested should send an email to [burlandhoa@yahoo.com](mailto:burlandhoa@yahoo.com) with their qualifications.

Jeff made a motion to approve moving forward with the RFP process for the tower bids and engage legal for review of terms. Motion passed unanimously.

We need to work on the development of a sustainment plan in case someone is out of commission.

### **Bill Bruner, Treasurer:**

For the month of August:

Income was \$11,827.09

Expense was \$3,963.60

Net **Income**/(**loss**) for August was **\$7,863.49**

The biggest income contributors were tower income of \$5,907.09 and Highline contribution of \$5,820.00.

Largest expenses were lawyer fees of \$1,261.00 and annual picnic expense of \$1,817.30.

Also working with the accountant to get the taxes filed, although there have been some difficulties.

**Bill Beggs, Secretary:**

The transition of Firewise to Keith Doubleday is under way. We will be co-owning this until the transition is complete.

We attended the recent meeting of the Fire Adapted Bailey committee, which we are a member.

With the addition of one new member tonight we are currently at 91 members.

**Keith Doubleday, Vice President:**

The first draft of the tower RFP has been completed and reviewed by the board. Will be sending this to the legal team for contract review, with board approval.

The PCFD has expressed interest in taking over one of the generator buildings on the Mt. Bailey Drive side. Working with the T-Mobile team to see if we can make that happen for them. They would lease this from the HOA.

The transition for Firewise is under way. Have identified a couple of areas to focus my efforts, with one being the Firewise USA recognition program.

**Committee Reports:**

**Firewise:**

Bill Beggs will be transitioning the Firewise tasks to Keith Doubleday. This process is underway.

**Events Committee:**

Linda Murillo shared that the team is making plans for the Halloween Trunk & Treat event in October. They are working on prizes for different events. They are connecting with local businesses to contribute and having people handing out candy and such. They will be planning to have Hot Cider/Hot chocolate for all.

There will not be a Chili Cookoff event this year.

The team is continuing to work on the Welcome Packet for new neighbors.

**Park:**

Debra thanked everyone for the help with installing the new sign.

Question about whether we should consider removing the charcoal fired grills at the park since they represent a fire hazard. Typically, fires are limited to gas or electric devices that can be turned off if needed. Need to discuss further and possibly make these available on first come/first serve basis.

Debra has ordered a sign for the pavilion recognizing the Highline contribution.

The weed mitigation project has been completed for this year. Will be looking at follow on schedules as well.

**Old Business:****Closing Open Session:**

Angie Baker said having a good contract attorney is important. Also shared that we need to have a way to let people know about the value of the tower to the community such as the park.

Mike Fisher asked about the status of the communications attorney used in the past. Shared that he was able to provide good clarity on the current contract understandings. Mike also suggested that we postpone mounting the Highline signs until the installation of the fiber was completed.

Jeff shared our poor experience with the communications attorney. Discussed that we had asked for our HOA attorney to find resources in her firm that handle contracts.

Beth Fisher shared that having an attorney with telecommunications experience is critical.

Beth Fisher asked why we were mowing the Park and Equestrian center and why we were funding that effort.

Jeff shared that this was done as part of an agreement to support the Area of Refuge along with the PCFD Wildfire module and the Burland HOA Firewise volunteers. This is part of a signed agreement with the Park County Commissioners (acquired after the meeting).

Beth also asked about why we had to pay for spreading the mulch and how much we paid.

Jeff shared that we worked through all the volunteers that came to help and we needed to get the mulch project completed, so we hired someone.

Beth and Mike Fisher discussed the Highline fiber installation project dissatisfaction with all the delays and issues with permitting.

Patrick Urban asked about the status of the pole for the parking lot camera solution. Patrick also shared that since the improvements to the park, there has been an improvement on the late night things going on at the park.

**Action Items:**

**Jeff Baker:** Find a new place to have the monthly HOA meetings until the fire house is back in service.

**Bill Beggs:** Send test email to several members to verify receipt.

**Bill Beggs:** will send an email about the open board positions to all members.

**Keith Doubleday:** to contact the legal team and obtain an estimate for the review of the RFP documents.

**Adjournment:** 8:31 PM