

PHOA BOARD MEETING Minutes, January 9, 2023

Attendees – Board members Becky, Carl, Christine, Julie, Judy, Karin, Kris and Stephen.

The meeting was called to order at 7:02 PM and was conducted virtually.

As the first order of business, upon motion duly made and seconded, the minutes of the November meeting were unanimously approved with the sole change that Kris, rather than Carl, was noted as one of the tax return signers. Thereafter, the Board adjourned to Executive Session at 7:03 pm and reconvened the Board meeting at 7:05 pm.

COMMITTEE REPORTS

It was noted that reports had been sent out in advance.

ACC – In lieu of a written report, Christine provided an update.

Communications – Stephen indicated that there had been two Connections communications in December.

Stephen provided an update about the status of mailing of the printed January newsletter and commented that it could be sent out electronically the next day as well, which the Board agreed to. Discussion also ensued about the communication regarding the annual membership/trash payment via Hyfin.

Development – Becky reported that the city has a new website for developments in progress and commented on the ability to search by street name. She described the status of the carwash near Jersey Mike's, the lack of updates on In and Out, the lack of news on Amazon or the Wentwood refiling (which is only a monitoring role) and the potentially prohibitive cost to satisfy the traffic requirements at Hilton Parkway. She indicated that Plan Colorado Springs, which was described as controversial, is being heard at the City Council on Tuesday. Issues include the updating of some land use codes and new 'R-Flex' zoning, which allows for more fill. She pointed out the importance of proactivity with the issues that are appropriately within the purview of the HOA neighborhood.

Discussion also ensued about the website and generic HOA letter and its location on 'Helpful Resources' on the home page. Christine commented that website updates can now be sent to Jeff Amerine instead of Drew.

Traffic and Public Safety – Carl described the increased costs for police patrols, which included \$273/patrol and an administrative fee of \$64, for a total of \$336. When the program started, the cost was \$135. Each shift includes a minimum of three hours (including time for uniform changes). Following discussion about patrol reports, which do not occur unless requested, as well as the nature of police events, he recommended a transition to one patrol per month. Following discussion, it was agreed to reduce to one patrol in February and then reconsider the issue. Discussion also ensued about any assistance that may be provided through CONO, Neighborhood Watch and a crime prevention meeting at the park by the police.

After discussion, it was unanimously

Voted: To authorize a donation of \$100 to CONO to support their reporting.

Finance – Kris noted the positive feedback on the bank statements. He commented that Judy McBride wants to resign from serving as bookkeeper and indicated that she will help facilitate the transition. Kris stated that he will do the bookkeeping if there are no FOG preclusions or internal control problems, with the caveat that Christine reviews the checks and bank statements. Since Judy is not an accountant, these responsibilities are taking meaningful time. In contrast, it would take Kris 30 minutes, a responsibility that he is willing to assume. Critical in the transition is an end of month review. After extensive discussion, it was agreed that this responsibility is part of

the accounting function, and that there would not be an issue if Kris and another Board member recon the monthly bank statements which typically have limited activity (4 transactions in any month, with the exception of January and February). All Board members are free to review the HOA checkbook monthly after the financials are created. It was further agreed that either Christine or Stephen, as officers, could do the review. In addition, the bank statements are included with the monthly financials so there is full transparency with the Board. It was agreed that the FOG would be reviewed for any requisite changes.

Discussion also ensued about the annual audit and the two independent reviewers; consideration of bonding the Treasurer to reduce insurance premiums, which Kris agreed to explore; and validation of the ease in using Hyfin. In that latter regard, Kris commented on an enhancement to the Hyfin system that will include addresses in the payments report. He described availability of addresses in the report Becky was able to obtain and stated that once all annual HOA/trash payments are done, it will facilitate identification of residents who have not joined the HOA. Donna Parks, a resident looking for volunteer opportunities, will reach out to neighbors who are not currently using membership/trash via postcard; Christine will coordinate with Donna. Finally, it was further agreed that the Hyfin account would be audited annually.

Membership and Trash – Julie noted that the GFL contract will be renewed for an additional 3-year term.

Social – Karin indicated that she would start arranging for food trucks for the 2023 season, which would run from Memorial Day to about Labor Day. She described the successful *Caroling in the Park* and recommended that Charmaine and John D’Alessandro be given a \$100 gift certificate at a place to be determined. Following discussion, the Board unanimously

Voted: To authorize a gift certificate for \$100 to Charmaine and John D’Alessandro.

Other Business

Christine described the calendar of events for 2023, noted that *Movie in the Park* would be added, and asked the Board to review the calendar.

There being no further business, following motion duly made and seconded, the meeting was adjourned at 8:14 pm.

Respectfully submitted,

Judith K. Benson