

Meadow Creek Homeowners' Association  
Annual Meeting  
Held Sept 9<sup>th</sup>, 2023, Nancy's Place, Frisco at 9am

Board Members Present:

Kim Howland – President

Christine Wesnofske – Member at Large

Daniel Clark – Secretary

Jackie Keating – Treasurer

**Meeting Called to Order:**

The meeting was called to order by the President at 9:05 am. The Board counted 18 people present in person and 31 represented by proxy for a total of 49, exceeding the minimum requirement of a quorum of 40.

The President moved to approve the minutes of the 2022 Annual Meeting by vote of the membership. The motion was seconded and the membership approved the minutes.

The President requested a report from the Treasurer along with a recommendation for an annual dues assessment.

The Treasurer (Ms. Keating) reported that the Association recorded \$700 in income for the year and cash assets of \$27,000. She also reported that expenses tended to increase slightly every year but the association was still cash-flow positive, and endorsed the recommendation of the Board to keep dues at \$30/year.

The President requested a vote to approve the dues amount from the membership. The dues amount was approved.

The President made a report for the Architectural Control Committee. Ms. Howland reported few significant issues, mostly paint submissions and roof repairs, and noted quick turnarounds of HOA approvals.

Ms. Howland noted the lack of conflicts regarding house colors, and commended adjoining units' accommodation of different repainting schedules.

A homeowner brought up an issue concerning construction waste crossing property lines.

Patty Hessell recommended Lone Eagle Roofing.

Mr. Nunez of 103 Hawn remarked on the long-disabled vehicle parked at the corner of Hawn Drive and Meadow Drive (706 Meadow Drive). Kent Willis, owner of the vehicle and property volunteered that the vehicle was his and had received multiple notices from Mr. Clark (Secretary of the HOA) encouraging fulfillment of the commitment Mr. Willis made at the 2022 Annual Meeting. Mr. Willis acknowledged the unsightliness of the vehicle and indicated that he had made some progress

assembling resources to remedy the situation by the end of September, and agreed to receive further reminders from Mr. Clark. Mr. Willis also volunteered to move the trailer by the same time. The President also made note of the commitment.

Ms. Howland noted that she didn't know what recourse the Board had [if Mr. Willis failed to perform] because the "HOA has no power".

Mr. Willis responded that Mr. Clark was providing ongoing motivation and he was encouraged by his own progress.

### **New Business:**

Reports from the President –

Ms. Howland reported that some of the most frequent complaints received in the past year included:

People treating the central greenspace as a public way and trespassing on others' properties. Ms. Howland asked owners to remind tenants and guests that the central greensward is all private property.

Issues with dogs, including off-leash dogs, dogs trampling gardens, barking dogs, and dog walkers not picking up dog waste. Off-leash dogs are also setting off security alarms in early morning and late evening. Ms. Howland suggested that some of the issues of dogs barking at passers-by came from dogs left outside while owners are out, and might be mitigated by not leaving the dogs outside.

Concerns about dead trees and fire hazards. Ms. Howland noted there are dead trees in the neighborhood, and requested affected homeowners find someone to take them out. No specific owners were identified.

Ms. Howland reported that a homeowner had received a property review from the fire department that included a list of official recommendations, and promised the list will be included with these Minutes. [Recommendations are attached to end of these Minutes as Appendix] The recommendations include not keeping flammable material outside and keeping dead plant material in check.

A homeowner asked if there was a list of tree service people.

Another homeowner recommended Alpine Tree Service as a company that can remove dead trees.

Mr. Clark asked if there was a list of specific trees and homeowners of concern; Ms. Howland responded that fire reviews had to be requested by specific homeowners and not all homeowners have asked for one. Ms. Howland suggested the Board would send notices to owners about some of the most obvious trees.

Ms. Howland reported that some members have not been receiving some HOA email. Ms. Howland noted that email "spam" filters have become more sensitive to multi-addressee messages, and wants to formalize the email-list maintenance, which might cost money. Ms. Howland noted that one homeowner's email was being returned because his inbox was full.

## **Open to Floor:**

Re: fire mitigation, it was noted that County cleanup day is in May, and that the (separate) Town yard-waste-chipping program can also be used to dispose of accumulating yard waste. Interested homeowners can also sign up for fire-safety alerts via the town website.

Arnold Yuen at 123 Hawn Drive asked when the Board was going to remove the former “Meadow Creek” sign **posts** from his property. The Board had previously authorized payment for the removal in 2021. The Board acknowledged the delinquency and recommitted to finding a vendor to do the work soon. The President also authorized Mr. Yuen to hire his own contractor if he preferred, and committed to reimburse him if he does.

The Treasurer reminded members to add their name and/or unit number to any check or Paypal payment.

## **Election of Directors:**

The Chair moved on to the reelection of directors.

Ms. Howland requested volunteers/candidates for the Board from the members present and on Zoom. “Who would like to be on the Board?” No one volunteered.

Ms. Howland went on to say “I cannot do this anymore [and] I cannot do this for the next couple of years.”

A discussion of alternatives followed.

Ms. Howland asked “what happens if we don’t have a President”? and in response to a question from Mr. Willis about current membership, noted that “We don’t need anyone else [new] on the Board but we do need a President”.

This statement was confirmed by Ms. Wesfnofsky.

There was discussion of the value of hiring an outside property manager or administrator.

Ms. Howland was asked to describe the principal tasks of her position. She said they involved maintaining the membership (owners) list, including fielding title requests for sales, and handling neighborhood complaints (dogs, trees, construction, etc), misdirected messages from Texas, and Annual Meeting organization.

A member suggested that the Board contact Axiom Property Management (and others) to get a quote for administrative services. Ms. Howland remarked that if a property manager was able to handle the administrative tasks, she could run the Annual Meetings once a year and stay in the position.

Other administrative alternatives were mentioned, including Buffalo Mountain Management, HOA-management companies, and a standalone bookkeeper. Ms. Wesfnofsky offered to get quotes or review quotes from others.

A number of voices, including Mr. Willis’ and Mr. Yuen’s, raised concerns that any management company would be very expensive, and could lead to a rise in dues assessment.

Ms. Howland responded that her time is very expensive (and scarce) also, and she cannot afford to keep donating it. Mr. Willis volunteered to contact a company that might be able to help.

Mr. Willis suggested getting management quotes and scheduling a Board meeting to discuss candidates and develop a proposal for the membership to approve.

Ms. Wesnofsky asked attendees again for volunteers to be President but received no response.

Patty Hessel recommended breaking out the duties and delegating them via the Board.

Someone asked “what is the most time consuming”?

Ms. Howland again described her duties involving meeting organization, title searches, and neighborhood correspondence.

Kent Willis volunteered to take care of title requests.

Ms. Howland said she would set up a new email address for the Board and give Mr Willis access to it.

Carrie Owens volunteered to handle incoming email intended for a Frisco, Texas HOA.

Patty Hessel volunteered to arrange the Annual Meeting.

Mr. Clark asked what minimum positions were necessary for a legal HOA Board. Mr. Willis responded that legally only a President was required, but it is much preferred to have a President, Secretary and Treasurer.

Ms. Howland restated her intent to create a new HOA email box and grant access to Mr. Willis, Ms. Hessel, and Ms. Owens.

Ms Howland agreed stay President and run Annual Meetings if the other tasks are successfully delegated.

Mr. Willis moved to re-elect existing directors for another year.

Mr. Clark confirmed with Ms. Howland that she was willing (if reluctant) to be reelected.

A member asked if Ms. Howland “would feel better” if the HOA paid her an honorarium. Ms. Howland replied that her priority was recovering more time from her day, though she might consider the issue for next year.

There was discussion of whether the delegated assistants needed to be formally added to the Board. Mr. Willis remarked that the Board doesn’t have to vote in Members-at-large to delegate tasks, nor vote in members of the Architectural Committee, which can be appointed by the Board.

Kathleen Genereaux volunteered to take on the duties of neighborhood relations.

The motion to re-elect existing directors was seconded and the existing directors, including Ms Howland, were re-elected.

A Member asked what the legal consequence are of not paying dues or bylaw violations. Mr. Willis responded that the Board would be the entity to take legal action. Ms. Howland remarked that such actions are what the Association’s cash reserve is for. Ms. Howland related that all disputes so far have been settled with the exchange of letters and conversation. As the remaining exception, Ms. Howland then entreated Mr. Willis to “please for the love of God, Kent clean up the Jeep!”

Before closing the meeting, Ms. Howland summarized the new delegations by restating that Ms. Wesnofsky would be appointed to the to the Architectural Committee, Mr. Willis is going to help with title requests, Ms. Hessel is going to help with administering the meeting next year, Ms. Owens will deal with angry Texans, and Ms. Genereux will handle neighborhood complaints.

Ms. Howland moved to adjourn the meeting at 9:50. The motion was passed and the meeting adjourned.

Respectfully submitted

Daniel Clark

Secretary

## Appendix: Fire Mitigation Measures

Notes on fire mitigation:

- Store flammable patio furniture and cushions indoors in the case that residents are evacuated by wildfire or during long durations away from their properties. Encourage deck tidiness to keep fine fuels like leaf litter and needle-cast from accumulating.
- Clear grasses and woody material from underneath decks and patios. Replace with non-combustible material like stone, or make sure that it is maintained mowed very short. Wildflowers and other landscaped bushes are acceptable around decks as long as they're well-irrigated during the summer and pruned regularly of dead material. Alternatively, enclose the space underneath decks to prevent accumulation of woody materials and leaf litter.
- Move firewood piles 30+ feet away from structures during fire season (when there's not snow on the ground).
- Remove or limb all trees with branches that touch buildings siding and roofs so that closest branches are at least 5 feet from structure.
- Reduce and maintain woody fuels so that the first 5 feet around the structures and their wooden stairs is either fully consisting of a non-combustible like stone or well-irrigated during the summer and free of dead woody material. This can be accomplished by laying down stone in the immediate zone or mowing the existing grasses very short at regular intervals. Flower beds and other landscaped deciduous bushes are acceptable in the immediate zone as long as they are well-irrigated during the summer and pruned regularly of dead material.
- Limb the ladder fuels (lowest branches) on conifer trees so that the lowest branches are at least 5 feet above the forest floor. Continue to remove standing dead, deadfall and dead branches from trees.
- Summit Fire & EMS recommends registering for Summit County Alerts, a phone, email and text message emergency alerting system. This is the best and fastest way to get information on emergencies, closures, and evacuations. You can customize your alerts to share information of interest based on where you live in the county.