

Meeting Minutes

1. Welcome (President)
2. Call to Order & Roll Call (President)

Director/Treasurer Pro Tem (exp. 2027)	Dave Blankenbeckler	X
Director (exp. 2027)	Julie Emo	X
President/Director (exp. 2026)	Fritz Foss	X
Vice President/Director (exp. 2025)	Jason Kruse	Did Not Attend
Director/Secretary Pro Tem (exp. 2025)	Dan Mispagel	X Jason Proxy
Treasurer-elect	Kirsten Mispagel	Did Not Attend
Secretary	OPEN	
3. Owners Forum – 10 min.
 - **No Speakers**
4. Meeting Minutes Approvals
 - **MOTION/VOTE:** approve March 31, 2025 Board Meeting Minutes.
 - **President had computer issues before meeting; moved to June Meeting.**
 - **MOTION/VOTE:** approve April 30, 2025 Board Meeting Minutes.
 - **President had computer issues before meeting; moved to June Meeting.**
5. Treasurer's Update (Dave) – 10 min.
 - 2025 Annual Assessment remittances – status
 - Reserve funds' investments – update (**see below**)
 - **Dues now 100% paid in full.**
 - **Checking balance \$46,235 as of today.**
 - **Reserve balance \$54,393 as of today (includes 3 CD's of \$15,000 each).**
 - **Need to transfer \$10,000 from Operations account to Reserve account per 2025 budget.**
 - **Surety Bond renewed at \$75,000.00 level.**
 - **Renewed Dropbox – went from 6 to 3 seats. Make sure changes to seats going forward done BEFORE invoice is issued.**
 - **Travelers Insurance – paid, no change in price.**
 - **PO Box renewed, went up \$10.00. Dave to update contact from past board member for PO Box going forward.**
 - **Invoice for front entrance flowers paid.**
 - **Other items within budget were paid, snow removal, IONOS, etc.**
 - **Status letter for new community member received/filled out, \$200 transfer payment received.**
 - **Received email from realtor requesting another status letter another property.**
6. Old Business/Committee Reports – 45 min.
 - Design Review (Board for Brian Terry) – update
 - **Only 5 or 6 requests for DRC approval.**

- Dave is working on obtaining official copies of Design Guidelines for all filings to replace those on the Association Website (recall missing page in Filing 6 copy currently on Website).
 - **Dave still researching, will vote via email to get official Design Guidelines.**
- **Discussion around the plan/method for making Design Guidelines revisions (currently only for Filing 6) official after review period.**
- **MOTION/VOTE:** approve posting notice of DRC-recommended Filing 6 Design Guidelines updates proposed/discussed at 01/29/2025 Board Meeting (included in the Meeting Minutes) to the Association's Website for a one-month Member review/comment period beginning June 1, 2025.
 - **Motioned By Fritz.**
 - **Second by Dave.**
 - **Passed Unanimously.**
- Accessory Dwelling Units (ADUs) statutory implications for Colorado HOAs/homeowners (including Creekside) – investigation status update
 - **NOTE from DRC and Board: Please verify the accuracy of any statements made about ADUs in these minutes before taking any action.**
 - **Can now finish basements as an ADU, including a full kitchen.**
 - **Can't use it for short term rental (e.g. AirBnB) in our subdivision**
 - **E.g., could use for housing kids.**
 - **E.g., work from home/business usage, up to 15% of house may be used, however, must have one off-street parking space if business receives public.**
 - **Can do an additional structure in back yard, potentially problematic with respect to providing infrastructure like sewer.**
 - **Can't have a tiny house or RV serve as an ADU.**
 - **Can refinish up to 50% of main house as an ADU.**
 - **State coming up with additional regulations in about 2 months, will report back. City has its own regulations.**
 - **In talking with City, no one has applied for an ADU permit yet in Longmont.**
 - **Up to 50% of area of current house could built out as an ADU as long as within setbacks of at least 10' from back, 5' from side property lines. Can't build into any existing utility easements.**
- Landscaping (Pat Zolotar, Board) – update
 - Common Areas Maintenance – update
 - **Corners at Plateau and Parkview need to be maintained, sage needs to be cut so it is not a vision impairment.**
 - **Weed control needs to be better behind the signs.**

- Front entrance flowers – update
 - **Thanked Volunteers for helping plant front entrance.**
 - **Small bill coming for fertilizer (Osmocote).**
 - **Cul-de-sac irises are blooming.**
- **Discussion around ash tree treatment and dead branch removal and the 8 bids obtained. Dave asked what budget this is coming out of, will take out of extra in landscaping budget.**
- **MOTION/VOTE:** approve Reinholt Tree Care to perform Cul-de-sac ash tree treatment and dead branch removal.
 - **Motioned by Fritz.**
 - **Seconded by both Dave and Dan.**
 - **Passed unanimously.**
- Parkview/Plateau relandscaping plans – tabled until we qualify/can submit proposal for NGLA funding.
 - **Discussed. Neighborhood must be a member for a year before qualifying for funding.**
- IT (Sterling Babcock, Board) – update
 - Renewed Dropbox Standard subscription for another year, reduced number of seats from 6 to 3.
 - **Saved \$540.00.**
 - **Board members not also current Dropbox members can ask for access at any time.**
 - **Need to use generic board emails instead of private emails for Dropbox access.**
 - **Support issue, need to reach out to Dropbox on how to change to using generic instead of private email addresses for logging in and Dropbox use.**
 - **Community member asked how DropBox got started.**
- Communications (Jason, Dan, Board) – update
 - No May Newsletter.
 - **Working to figure out how to send newsletter via MailPoet.**
 - **Fritz to work with Dave on MailPoet usage.**
 - **List of current emails needs to be verified.**
 - Priorities for expanding communication means/methods in 2025.
 - **WordPress MailPoet usage – adding attachments to email.**
 - Planning/implementation of Members-only area on Website – update
 - **Need remote meeting capability (e.g. Zoom).**
 - **Also available through eBallot and OpaVote.**
 - **Zoom users can request to join a meeting and the meeting organizer can grant request.**
 - **Working on filtering subscribing email addresses to make sure emails only go out to HOA membership.**

- Need remote voting capability (e.g. eBallot or OpaVote).
 - Member Education tab on Website remains under construction.
 - **Work in progress**
- Governing Documents Review (Jason, Fritz) – update
 - Finalizing revised Bylaws draft & next steps – update
 - **Bylaws draft finished.**
 - **Sent to Jason, who will send to lawyers for estimate.**
 - **Get committee back together to finalize after legal review.**
 - **MOTION/VOTE:** retain law firm Lyons Gaddis to provide legal counsel on existing, revised, and/or newly proposed governing documents with total 2025 spending not to exceed the Association's 2025 legal budget.
 - **Motioned by Fritz.**
 - **Second by Dan.**
 - **Community member voiced their approval of the law firm being voted on.**
 - **Passed Unanimously.**
 - Existing Policies revision planning – update
 - Updates/amendments proposed for the Association's existing "Conflict of Interest" policy – Board review pending.
 - **Community members made an update.**
 - **The board needs to review.**
 - New Policies planning – update
 - "Bid Process Policy" draft – Board review pending.
 - "Document Retention and Disposal" policy and procedures – Board review pending.
 - **Update to be submitted to the board.**
- HOA-related legislation tracking (Dan) – no update
 - Post links to pending/passed legislation on Association's Website Education tab (once created).
- Longmont Neighborhood Group Leaders Association (NGLA) (Julie, Dan) – update
 - Proposed Community Organizing Meeting in June
 - **Missed last month's NGLA meeting, usually 3rd Thursday of the month.**
 - **NGLA coming to June meeting to present, Julie to confirm.**
 - Research obtaining a NGLA grant for corner relandscaping project(s) – no update
 - **Can we submit a grant prior to one year?**
- Annual Creekside/Rainbow Ridge/Rainbow Ridge Estates Neighborhood Garage Sale
 - Date/Time set for Saturday, June 28, 8 am–2 pm.
 - As with last year, information flyers will be printed, online neighborhood participation map will be available via QR code on yard signs.
 - Need volunteers to help get the word out to the neighborhoods.

- **Have budget for items needed.**
- Neighborhood Chicken Coop Survey
 - The board received detailed informational document from a member and is in the process of reviewing.
 - **Work in progress.**
 - **Community member provided a write up on chickens, will put information on Education Page of website.**
 - **Plan to send out a survey to members, once taken a policy will be put in place.**
 - **City defers to HOAs on whether to allow in neighborhood.**
- 7. New Business (Board)
 - **MOTION/VOTE:** rescind approval of Kirsten Mispagel to become Association Treasurer on June 1, 2025.
 - **Motioned by Fritz.**
 - **Second by Julie.**
 - **Passed 4 votes for, Dan abstained.**
 - **MOTION/VOTE:** approve Kirsten Mispagel to become Association Secretary on June 1, 2025.
 - **Motioned by Fritz.**
 - **Second by Dave.**
 - **Passed 4 votes for, Dan abstained.**
 - Creekside/Rainbow Ridge Outlot A Draft Agreement (Pat Zolotar, Board)
 - **RR Board has approved the language.**
 - **Draft to be reviewed by the board.**
- 8. Board/Committee Open Positions – update
 - Secretary (Director Dan Mispagel serving as Secretary Pro Tem)
 - Treasurer (Director Dave Blankenbeckler serving as Treasurer Pro Tem)
 - DRC members – need 3 from each of Filings 1A, 3, 4, 6 (Chair can be the 3rd member for each filing), 3 total for consolidated Filings 1, 2, 5. Besides Chair, we now have volunteers (see Website Design Review page)
 - 1 from Filing 2
 - 2 from Filing 3
 - 2 from Filing 6
 - 1 from Filing 4
- 9. Approvals without a meeting – none
- 10. Executive Session – 10 min.
 - Properties out of CC&Rs compliance – status
 - Recent Records Requests – status

Adjourn