

## Meeting Minutes

1. Welcome (President)

2. Call to Order & Roll Call (President)

Director/Treasurer Pro Tem (exp. 2027)	Dave Blankenbeckler	<input checked="" type="checkbox"/>
Director (exp. 2027)	Julie Emo	<input type="checkbox"/>
Director/President (exp. 2026)	Fritz Foss	<input checked="" type="checkbox"/>
Director/Vice President (exp. 2025)	Jason Kruse	<input checked="" type="checkbox"/>
Director (exp. 2025)	Dan Mispagel	<input checked="" type="checkbox"/>
Treasurer	OPEN	<input type="checkbox"/>
Secretary	Kirsten Mispagel	<input checked="" type="checkbox"/>

Dave Blankenbeckler attending remotely via Zoom.

Julie Emo cannot attend; her absence is excused; her proxy to Dan Mispagel.

3. Owners Forum – 10 min.

4. Meeting Minutes Approvals

- **MOTION/VOTE:** approve June 30, 2025 Board/Community Organizing Meeting Minutes. **Jason motioned to approve, Dan Mispagel seconded, passed unanimously.**

Under advisement from Member: For meeting minutes, Agenda in black, response in red is helpful, please continue bold text in the motion vote and result.

- **MOTION/VOTE:** approve July 24, 2025 Board Meeting Minutes. **Jason motioned, Dan Mispagel seconded, passed unanimously.**

5. Treasurer's Update (Dave attending remotely)

Everything going according to budget.

6. Old Business/Committee Reports – 45 min.

- Design Review (Board for Brian Terry, Dave) – update
  - 2-3 PSFs reviewed/approved since last update.
  - Dave 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 lost link, President indicated will get this done eventually.
  - Accessory Dwelling Units (ADUs) statutory implications for Colorado HOAs/homeowners (including Creekside) – any updates?  
Fritz Foss and Dan Mispagel attended NLS Annual Legislative Update (slides will be available on NLS website). Review of past legislation 2022-2024 and into 2025 Legislation. Good summary. Make sure the Association has links to the slides. ~9 minute discussion ensued:

Dan Mispagel added that the definition of an ADU as stated by State of CO has to have electricity, separate sleeping area, water, kitchen and sanitation. Member asked about parking: parking was not included in

criteria. Non-compliant structures must abide by covenants/design guidelines.

Hypothetical proposed by Member: if it some elements but doesn't have water, presumably structure wouldn't satisfy criteria for ADU. What if an element for being considered an ADU is missing?

According to CO statute per lawyer at meeting (quoting from slide): "ADU includes facilities for living, sleeping, eating, cooking and sanitation." If any of these elements are missing, presumably the structure does not pass the test (the state requirements) for being an ADU, so presumably doesn't have the state protections and is then defined (controlled) by the HOA.

Structure must meet the statutory definition of ADU and presumably be to code to get a building permit.

Could amend covenants to mention ADUs but don't need to include language in statute. Pertinent thing: if structure doesn't meet statutory definition of ADU, HOA could get involved and regulate the structure.

Could amend Design Guidelines (DGs) to include a section on ADUs. Amendments to DGs could be approved by the Design Review Committee with 2/3 vote of Committee Members representing the Filing to which the DGs apply. Easier threshold to pass than amending covenants/declaration (at least a majority of Members, sometimes 2/3 of Members).

Homeowner recommended that DGs be updated to state explicitly that a non-conforming ADU is not allowed in our HOA. Design Review Committee should confirm proposed ADU structure meets all statutory requirements.

Member recommended looking at paragraph 5.2 in consolidated covenants for Filings 1,2 & 5 stating "residential building" not permissible. Any statute is going to trump such a restriction.

- Landscaping (Pat Zolotar, Board)
  - Common Areas Maintenance
    - Parkview/Plateau Corner: Russian sage is being taken care of, knocked down twice this summer. HOA member knocked down other side. Sunflowers in easement need to be removed, hard to see around the corner. Pat will ask Panorama to assist with sunflowers clean up.

- Creekside/Rainbow Ridge Outlot A Common Area Maintenance Sharing Agreement – revised/amended, waiting for review/approval by Rainbow Ridge HOA.  
**Pat Zolotar reviewed, board approved and will send to Kim at Rainbow Ridge for approval.**
- **MOTION/VOTE:** approve the newly-revised (as of 08/26/2025) Outlot A common area maintenance sharing agreement between Rainbow Ridge and Creekside I HOAs. **Dan motioned, Jason seconded, passed unanimously.**
- Reach out to A-Z Services on snow removal for the coming season.  
**Snow removal company contacted to renew the snow removal contract 2025-2026. Waiting response.**
- Parkview/Plateau relandscaping plans – remains tabled until we qualify/can submit proposal for NGLA funding.
- IT (Sterling Babcock, Board) – no update
  - Need Dropbox member login credentials changed from private to generic HOA email addresses – no update.
  - Engage Dropbox Support for help with Secretary login – no update.
- Communications (Jason, Dan, Board) – update
  - August Association Newsletter sent via WordPress MailPoet.
  - First successful Board member meeting attendance via Zoom at last Board meeting.  
**Need another microphone (apart from laptop's) so that remote attendees can hear physical attendees comments during the meeting.**
  - Planning/implementation of Members-only area on Website – **no update**
    - Need remote meeting capability (e.g. Zoom).
    - Need remote voting capability (e.g. eBallot or OpaVote).
  - Member Education tab on Website – remains under construction.  
**Should be live by the Annual Meeting.**
- Governing Documents Review (Jason, Fritz) – update
  - Lyons Gaddis (LG) has completed initial legal review of revised Bylaws draft and returned both redlined and “clean” (with comments) versions for review.  
**Jason has not received feedback from the board. Requesting board to review and provide feedback for meeting with the attorney. The legal counsel Sean, the LG attorney is really smart and is doing a good job.**
  - Process for finalizing Bylaws draft
    - Send Board the version received from LG for review/feedback – done.
    - Schedule meeting with LG to discuss/further revise.
    - Convene final Committee meeting to finalize draft.  
**Committee meeting will be convene following the meeting with the attorney.**
    - Deadline for board input one week from tonight.**
    - Final draft review by LG.

- Make final draft available to Members for review/feedback period.
  - Mail ballot vote.
- Existing Policies revision planning – no update
  - Updates/amendments proposed for the Association's existing "Conflict of Interest" policy – Board review pending.
  - Revisions to "Inspection and Copying of Association Records" policy – Board review pending.
- New Policies planning – no update
  - "Bid Process Policy" draft – Board review pending.
  - "Document Retention and Disposal" policy and procedures – Board review pending.
- HOA-related legislation tracking (Dan, Fritz) – update
  - Attended NLS' Annual Legislative Update on Wed, 08/27 – summary
  - Need to post links to pending/passed legislation on Association's Website Education tab.
- Annual Neighborhood Block Party (Pat - Chair, Lori & Kirsten assisting)  
Planning meeting for block party scheduled for next Wednesday. Confirm \$400.00 funding from NGLA (Dan will reach out to Morgan).
  - Date/Time: Saturday, October 4, 2025, 3-7 pm
  - Application status: Two Cul de sac homeowner signatures needed (apparently some difficulties getting signatures). Check requested for application, \$25.00.
  - Food/Drink plans: Need receipts from 2024 Block Party food for reference. Chili Cook Off Competition being planned. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize for place winners (gift cards, amounts TBD). Band may be a possibility (some discussion). Grill will be provided for cooking.
  - Activity plans: Pumpkin decorating. Face painting and balloon twisting (Face-to-Face Painting), \$330/2 hours, one person/4-6PM. Pet parade for kids around the Cul de sac at 6PM. Will request firetruck and personnel.
  - Advertising plans: Jason will get advertisement posted once details confirmed. Lori asked about newsletter announcement.
- Longmont Neighborhood Group Leaders Association (NGLA) (Julie, Dan, Nina) – update
  - Julie attended August 21 meeting – will write up and distribute notes. Will be provided on website.
  - Julie has submitted completed NGLA form requesting tables, chairs, pop-up canopies, yard games, printed flyers and yard signs.
  - Applying for \$400 NGLA Neighborhood Activity Fund (NAF) grant – support this year's neighborhood block party.
  - NGLA Neighborhood Improvement Project (NIP) grant – eligibility clock running (consider for corner relandscaping project(s)).
- Annual Meeting Planning – no update, forthcoming at next board meeting.

- Neighborhood Chicken Coop Survey – no update
  - Board received detailed informational document from a Member and is in the process of reviewing.
- 7. New Business (Board) – none
- 8. Board/Committee Open Positions – update
  - 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 3<sup>rd</sup> 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 4Lori recommended
- 9. Approvals without a meeting – none  
Homeowner asked about outstanding July meeting minutes, item #9. Received recommendation from retained lawyer, Suzanne Leff. Material is pertinent to a records request from a homeowner. Will be discussed in executive session.
- 10. Executive Session – 20 min.
  - Properties out of CC&Rs compliance – status and pending actions
  - Recent Records Requests – status and pending actions

Adjourn