

## 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"/>	Proxy to Dan
Director/President (exp. 2026)	Fritz Foss	<input checked="" type="checkbox"/>	
Director/Vice President (exp. 2025)	Jason Kruse	<input type="checkbox"/>	Proxy to Dan
Director (exp. 2025)	Dan Mispagel	<input checked="" type="checkbox"/>	
Treasurer	OPEN	<input type="checkbox"/>	
Secretary	Kirsten Mispagel	<input type="checkbox"/>	

Dave Blankenbeckler attending remotely via Zoom.  
Jason Kruse cannot attend, absence is excused.  
**Julie Emo did not attend (see post-meeting note after first MOTION/VOTE below).**  
Kirsten Mispagel cannot attend, absence is excused.
3. Owners Forum – 10 min.

**No comments**
4. Meeting Minutes Approvals
  - August 28, 2025 Board Meeting Minutes – write-up and approval delayed.  
**Recording started late, begins here.**
5. Treasurer's Update (Dave attending remotely) – 10 min.
  - Q3 2025 Financial Report
    - Increase Revenue – Projected three, actually four properties sold in 2025**
    - City Grant, NAP \$400.00 (Block Party reimbursement forthcoming)**
    - First Bank – HOA Debit Card monthly charge reinstated \$2.00/month**
    - Four paid Board Meeting venues so far**
    - IONOS rate increase; need to separate out email and web hosting amounts.**
    - Legal Expense – WLPP Law; Invoice \$180.00, Bylaws \$2,000.00**
    - Some cost in Misc. for obtaining Boulder County-certified copies of official documents.**
    - Snow Removal Contract – approval needed.**
    - Landscape watering will continue for a while longer.**
    - Reserve account \$569.00 interest to date**
    - 2026 Budget request – reduction on the annual assessment**
    - No expenditures from reserves this year**
    - Account balances – \$225K is a typo (should be \$25K)**
  - 2026 Budget – in preparation (first draft maybe later this week)
6. Old Business/Committee Reports – 60 min.
  - Design Review (Brian Terry, Dave, Fritz) – update, 5 min.

**2 requests for landscape since last meeting, both approved.**

    - Need a formal Design Guidelines Revisions document for Filing 6 (and other filings as appropriate).

Need to formalize Design Guidelines amendment for Filing 6 (and other filings).

Note that Boulder County document search produced a set of certified Design Guidelines from 1989.

No certified Covenants have the Design Guidelines pasted into the filings (after-meeting correction: except for Filings 4 and 6).

Each Filing's DGs is slightly different.

Where are the certified copies of other DGs?

- For a nominal fee (\$22), we obtained Boulder County Clerk and Recorder certified electronic copies of the Declarations and Design Guidelines for all filings, ultimately to replace (after review and comparison) those on the Association's website (recall missing page 6 in the currently posted Filing 6 copy).

\$22.00 - 17 Documents @ \$1.00 plus \$2.00 fee, including certified Covenants and Plats, plus additional document/fee \$3.00 for certified Covenants for Filing 1, Replat A. Documents for all Filings were found.

Can request courtesy hard copy of certified covenants.

Homeowner-provided white notebook with historical blueprints/documents of the Association back to 1989.

- Landscaping (Pat Zolotar, Board) – update, 5 min.
  - Common Areas Maintenance
    - Winterizing irrigation system.  
Panorama recommended irrigation be left on for a while longer.
    - 2026 contract received from Panorama.  
Increased \$178.00 from 2025, 2026 will be third year with Panorama.
  - Creekside/Rainbow Ridge Outlot A Common Area Maintenance Sharing Agreement – Board approved revised/amended version sent to Rainbow Ridge HOA, waiting for their Board review/approval.  
Rainbow Ridge would like to have historical information provided by Judy Tomlin. Where to put the information? Additional page added to amendment.
  - Snow Removal – new contract received from A-Z Services for the coming season.  
Fernando, rate did not increase. Snow blowing (removal) rate \$110.00 per occurrence.
  - 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, 5 min.

- September Association Newsletter sent via WordPress MailPoet.  
**Not all members receive that email notice. Available on the Creekside website.**
- Continued success with Board meeting attendance via Zoom.
- 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. Goal – live by the Annual Meeting**
- Governing Documents Review (Jason, Fritz) – update, 10 min.
  - **MOTION/VOTE:** approve up to \$1,000 for Lyons Gaddis to complete its legal review and revision and deliver the Association's Amended and Restated Bylaws final draft.  
**Motion: Fritz Foss, Second: Dan Mispagel, passed four approvals, Fritz, Dan, Dave, Jason by proxy (post-meeting note: miscommunication with Julie indicated she was going to attend the meeting in-person, but turned out not to be the case, however she had previously assigned her proxy to Dan for this meeting via email, so Dan was voting for her as well, so in fact motion passed unanimously).**
  - Finalizing Bylaws draft:
    - Send Board the version received from LG for review/feedback – done and still under review.  
**Jason and Fritz have comments ready for the attorney. Schedule meeting with attorney once questions are submitted from Dave, Dan and/or Julie. Dave still working on his. Dan – no input.**
    - Schedule meeting with LG to discuss/further revise.
    - Convene final Committee meeting to finalize draft.
    - Final draft review by LG.
    - Make final draft available to Members for review/feedback period.
    - Mail-in 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.  
**After Bylaws finished, then Policies will be put in place. Legal review required and will need to be budgeted.**
  - 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, 10 min.

- Attended City of Longmont NLS' Annual Legislative Update meeting on August 27, 2025, presentation by Altitude Community Law.
  - Legislation Summary has been written and will be posted on the Association's website.  
Fritz Foss presented Legislation Summary, including HB22-1137. Will post on website, contains live links to each piece of legislation. Not an exhaustive summary of legislation; covers select legislation from 2022 - Aug. 27, 2025 summarized in slides attorney presented at meeting.  
Plan to attend this yearly meeting.  
Couldn't find slides online.  
Important meeting take-aways on ADU's, board accountability/limitations, collection and foreclosure.
- Need to post links to pending/passed legislation on Association's Website Education tab.  
Links in the Legislation Summary, note that Search Tool on government's website not very good.
- Annual Neighborhood Block Party (Pat, Lori, Kirsten) – update, 10 min.
  - Date/Time: Saturday, October 4, 2025, 3-7 pm  
Small chance of rain, but warmer than Sunday.
  - Application submitted and approved Sept. 9, permit received Sept. 24.
  - Food/Drink plans
    - Homemade chili, pulled pork, hot dogs, coleslaw, potato salad, desserts (cookies and pies)
    - Assorted canned sodas, dispensed lemonade, ice tea, and water
  - Activities plans
    - Chili cook-off (with gift card prizes), face and pumpkin painting, balloon twisting, pet parade.
  - Advertising plans
    - Paper flyers have gone out to all residents.
    - Event posted along with flyer on Association's website.
    - Signs have gone up in the at neighborhood entrances.
- Longmont Neighborhood Group Leaders Association (NGLA) (Julie, Dan, Nina) – update, 5 min.
  - Dan attended September 18 meeting – will provide summary.  
Held at 350 Kimbark Street rather than Senior Center due to large turn-out (approximately 100 people attended).  
Speakers: Mayor, Assistant Deputy Sheriff, Downtown Association people spoke about their projects, someone from Marketing spoke on how to draw people into Longmont area; talked about hotel and parking becoming a problem in neighborhoods.  
Dan can write up notes to post on website.

- Approved request for and use of NGLA tables, chairs, pop-up canopies, yard games, printed flyers and yard signs for Oct. 4 block party.
  - Printed block party Flyers have been distributed throughout the neighborhood and yard signs have been received and gone up.
  - Applied for and received \$400 NGLA Neighborhood Activity Fund (NAF) grant to support this year's neighborhood block party.
  - NGLA Neighborhood Improvement Project (NIP) grant – eligibility clock running (consider for corner re-landscaping project(s)).  
**NGLA reps have been attending meetings, 4 meetings attended.**
  - Annual Meeting Planning – update, 10 min.
    - Planned Date/Time: Thursday, Oct. 30, 5:30-7:30 pm, set-up and registration starting 4:30 pm.
    - Place: Library Meeting Room A/B not available. Contacted FRCC to see if we can reserve their Community Room.  
**Front Range may be available for Annual Meeting, waiting for confirmation.**
    - Format similar to last year
      - Overview of previous year, plans for coming year (president)
      - Elect directors to fill expiring director seats (two) – paper ballots  
**Directors in expiring seats need to confirm intention to remain or not remain on the Board. Need to ask for additional director volunteers.**
      - Member vote on Board-approved budget (vote to reject) – paddles
      - Other items
    - Only general proxies this year (simplifies the voting process)
    - Notices (including Board-approved budget) mailed no later than October 18.
    - Need updated Annual Meeting yard signs.  
**Longmont Minuteman will be hired to produce new yard signs.**
  - Neighborhood Chicken Coop Survey – no update
    - Board received detailed informational document from a Member and is in the process of reviewing.  
**This will be addressed in 2026.**
7. New Business (Board) – 5 min.
- **MOTION/VOTE:** per retained WLPP Law's advice and counsel and with consent of the parties, adopt written resolution (see attached) ratifying 1) Renee Hartsook's December 14, 2022 appointment to the theretofore vacant position of Association Secretary, and therefore 2) her signing and attesting to the Amended, Restated, and Consolidated Declaration of Covenants, Conditions and Restrictions for Creekside (First, Second and Fifth Filings), and 3) her December 15, 2022 resignation or removal from the Association Secretary position.  
**Legal opinion: Adopt a resolution (see attached) to correct the issue.**  
**President Foss motioned, Dan Mispagel seconded, unanimous Board approval.**
  - Recent bear sightings in the neighborhood.

President Foss sent a neighborhood notice on website with safety details and who to contact.

8. Board/Committee Open Positions – no 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 4

9. Approvals without a meeting – none

Adjourn Open Session

10. Executive Session – 10 min.

- Existing properties out of CC&Rs compliance – status and ongoing actions
- New properties out of CC&Rs compliance – status and pending actions
- Recent Records Requests – status.

Adjourn Executive Session

**RESOLUTION  
OF  
CREEKSIDE I HOMEOWNERS' ASSOCIATION**

WHEREAS, the Board of Directors (“Board”) of Creekside I Homeowners’ Association (“Association”) has received questions from an owner about signatures on the Amended, Restated, and Consolidated Declaration of Covenants, Conditions and Restrictions for Creekside (First, Second, and Fifth Filings) City of Longmont, Boulder County, Colorado (“Consolidated Declaration”), as recorded in the real property records of Boulder County, Colorado.

WHEREAS, an owner has questioned the impact of Renee Hartsook signing the Consolidated Declaration.

WHEREAS, Ms. Hartsook had previously resigned her position as Secretary of the Association before acknowledging the Consolidated Declaration as Secretary of the Association.

WHEREAS, the original covenants amended and consolidated by the Consolidated Declaration provide that the President of the Association must execute any amendment, and the Secretary must attest to the President’s signature.

WHEREAS, the Consolidated Declaration provides that Ms. Hartsook certifies the approvals needed for the Consolidated Declaration and includes a notarized acknowledgment from Ms. Hartsook.

WHEREAS, Ms. Hartsook had served as Secretary of the Association from the time of her appointment until November 8, 2022.

WHEREAS, Ms. Hartsook had knowledge of the sufficiency of votes received to approve the Consolidated Declaration.

WHEREAS, the Association’s Secretary position was not otherwise filled at the time Ms. Hartsook signed the Consolidated Declaration.

WHEREAS, the Association’s Board of Directors received legal guidance in support of Ms. Hartsook signing the Consolidated Declaration despite her prior resignation from the Secretary position.

WHEREAS, controlling law does not mandate certification or notarized acknowledgment of an amended declaration by both the president and secretary of an owners’ association like Creekside.

WHEREAS, the Consolidated Declaration was properly approved by owners and whose approvals are not made void or voidable as a result of Ms. Hartsook’s signature on the document.

WHEREAS, the Association, through its Board of Directors, desires to ratify and validate the Secretary signature on the Consolidated Declaration and correct any defect, whether real or perceived, in the execution of the document.

NOW THEREFORE, the Board of Directors of Creekside I Homeowners' Association hereby resolves to ratify signing of the Amended, Restated, and Consolidated Declaration of Covenants, Conditions and Restrictions for Creekside (First, Second, and Fifth Filings) City of Longmont, Boulder County, Colorado by Renee Hartsook as Secretary of the Association on December 14, 2022. The Board specifically ratifies Ms. Hartsook's appointment as Secretary on December 14, 2022. The Board further ratifies Ms. Hartsook's resignation or removal from the position of Secretary as of December 15, 2022.

The undersigned, being the President of Creekside I Homeowners' Association certifies that the foregoing Resolution was adopted by the Board of Directors of the Association at a duly called and held meeting or by written action of the Board of Directors on \_\_\_\_\_, 2025, and, in witness thereof, the undersigned has subscribed his name.

CREEKSIDE I HOMEOWNERS'  
ASSOCIATION

By: \_\_\_\_\_  
President