
COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

November 19, 2025 — 7:00 PM
Fire Station #18 Community Room

Call to Order: The meeting was called to order at 7:02 PM.

Determination of Quorum: The following Board members were present: John, Kathy, Chas, Al, Brian, Thomas, and Bill. A quorum was established.

Approval of Minutes

- October Meeting Minutes – *Approved.*

Financial Report

- October Financial Statements – *Approved.*

Administrator Reports

- Timesheet – *Approved.*
 - New Homeowners – Thomas and John will deliver welcome letters to new residents.
 - Architectural Approvals – The Board reviewed all October/November architectural improvement requests. Jodie noted that four additional applications were received after the agenda materials were printed.
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Old Business

License to Use Filings (El Paso County) - Jodie will be completing this item on Friday.

Short-Term Rental (STR) Amendment Language

- A reminder regarding the scheduled meetings will be sent to homeowners.
- The first meeting is tomorrow.
- The Board reviewed the current amendment language.
- The goal is to gather homeowner feedback and create a recommendation for inclusion in the Winter Newsletter.
- Kathy provided an overview of the five properties currently under discussion.

Property Assessment Action Plan (AI)

- The Board will announce the completion of the initial community-wide property review in the Winter Newsletter.
 - Another assessment is planned for late spring to ensure continued covenant compliance.
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New Business

Electronic Voting for STR Amendment (Chas)

- The Board agreed to review options for electronic voting in January, with testing to occur before the STR amendment vote is released in the Winter Newsletter.

Winter Newsletter Assignments (Chas)

Deadline: December 15

Send to printer: January 5

Article Assignments:

- President's Letter – *Chas*
- Meet the Board Director (Brian) – *Bill*
- Communication is Key – *Jodie*
- Annual Invoice Information – *Jodie* (include invoice)
- Short-Term Rental Update – *Kathy*
- Property Assessment Plan – *Al*
- Snow Removal Guidelines – *Jodie*
- Pet Waste Reminder – *Jodie / Al*
- Common Area Update – *Frank*
- Board of Director Contact Information – *Board*
- Assessment Information – *Board*
- Property Inspection Recap – *Al*

Financial Audit

Jodie will work with Dream Accounting to conduct a full file audit by the end of the year.

- Rate: \$75/hour
- *Approved by the Board.*

Board Officer Elections (Chas)

The Board approved the following officers:

- President: John
- Vice President: Chas
- Treasurer/Officer: Kathy

New Board Members that were approved in the Annual Meeting will start in January 18, 2026

- Brian Casebeer
- Casey Howard

2026 Budget

- The Board also confirmed that the 2026 budget was approved by ballot collection.

Administrator Compensation (Chas)

The Board discussed administrator compensation. The administrator was not present during this discussion. The Board discussed a \$2.00 an hour raise. The Board also approved additional funds that covered for additional hours that were worked throughout the year. .

Common Area / Area H — Lloyd Hill Improvements (Frank)

The Board approved the Common Area Committee to work with Front Range to move forward with the proposed improvements.

- Legal review will be required before any contract is finalized.

Frank provided a detailed project update outlining:

- Resident complaints regarding trail deterioration.
 - Initial onsite evaluations by Frank and Sonny.
 - Reconstruction work completed, including new trail sections and fortified steps.
 - Increased material costs.
 - Volunteer involvement on November 8, resulting in the distribution of pea gravel and installation of directional signage.
 - Acknowledgement of volunteers and the intention to include a thank-you message in the next newsletter.
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Covenant Violations

The Board reviewed current covenant violations.

Adjournment

The meeting was adjourned at 9:03 pm

Future Meeting Dates — 2026

- Jan 21
- Feb 18
- Mar 18
- Apr 15
- May 20
- Jun 17
- Jul 15
- Aug 19
- Sept 16
- Oct 13 (Tuesday)
- Nov 18

Annual Meeting: Wednesday, October 14, 2026
