

# CVHA Board Minutes 01\_23

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS  
January 18<sup>th</sup>, 2023**

CALL TO ORDER: 6:59 p.m.

- Determination of Quorum: Chas, Howie, Jim, Kevin, Stan, Jason

MINUTES of December meeting: approved

FINANCIAL: Financials approved.

REPORTS: Timesheet approved, though board requests Cathy provide information for December 2022 work (missing from report). One new homeowners and no new architectural improvements submitted. Kevin indicated he would inquiry as to whether or not 525 Grey Eagle Dr in fact sold as there was some question about its status.

OLD BUSINESS:

- Kevin provided initial report on B&K Security service: all is going well and patrols are ongoing both day and night.
- Financial Audit Report confirmed by Cathy via e-mail that report was positive and has now been complete with no outstanding issues.
- Cathy provided a report via e-mail regarding removing Sid from paperwork and registered agent.
- Chas provided a read-out on weeds along Rockrimmon action will be that the weeds will be removed by the HOA contractor for at least the next year, but this will be re-evaluated thereafter. Discussion followed on the property with large Juniper bushes located in the sidewalk common space and Chas asked Jim to confirm with the City who has responsibility for removing the safety hazard.
- Regarding Concert in the Park, Stan volunteered to ask for volunteers to keep this concert going and to decrease the amount of responsibility which heretofore has fallen entirely on the board members.
- Web site discussion: Chas gathered a few inputs following group discussion and will send to Cathy for further discussion.
- Discussion on farewell dinner and gifts for Vera and Sidney commenced and it was decided to go to BJ's Brewhouse on February 24<sup>th</sup> at 7:00. Members will do some research on gifts and keep Chas posted leading up to the event.

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
FEBRUARY 15, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Kevin, Al, Howie, Stan, Jim, (Jason called in)

**HOMEOWNER GUESTS:** Homeowners from Comstock Village attended the meeting as guests. They wanted to voice concerns regarding the tone of the President's letter in the Winter 2023 newsletter. Their unease was about the perceived lack of follow-through of the Board regarding some homeowners' neglecting the care of their properties. After further discussion it was determined that Board Member Jim would meet with the homeowners to tour Comstock Village to view the areas of concern.

**MINUTES OF JANUARY MEETING:** Approved

**FINANCIALS:** January Financials approved.

**REPORTS:**

- Administrators timesheet approved.
- New Homeowner list reviewed
- Architectural approvals reviewed.

**OLD BUSINESS**

- Jim reported on his findings of the proposed increase of the annual assessment fees in 2024. He proposed two options, and more specifics will be given at the March meeting and how it will affect the CVHA budget.
- Discussion was held on a proposed increase to the Status Letter fee which is currently \$75.00. The board voted in favor of increasing the fee to \$200. This increase will be announced on the new website once it's operational in the Spring and in the Spring newsletter.
- Cathy updated the Board on the progress of the new website. The designer is currently working on the various links and Cathy will be getting her all-necessary forms and copies by February 24<sup>th</sup>. Pictures of the attending Board members were taken.
- Jason is now taking on the responsibility of the Foothills Bluegrass concert and is searching for a band for the tentative date of June 22<sup>nd</sup>.
- A farewell dinner for Vera and Sidney is planned and current Board members signed the gifts for the departing members.

**NEW BUSINESS:**

- Discussion was held on the late assessment enforcement as it was determined if homeowners did not pay by April 1<sup>st</sup> there is a possibility of a property lien.
- A Comstock Village Boy Scout has come forward requesting permission to work in the common areas as an Eagle Scout project. Information to be sent to Frank Barber for consideration.
- Administrator email address security was tabled to the next meeting.
- Options for increased interest in banking accounts were tabled for the March meeting.
- 1099 Forms have been completed and sent to respective members for tax purposes. Cathy will complete CVHA Tax filing by the due date.

**COMMON AREA REPORTS** – no updates currently.

**TRAFFIC/SECURITY PATROLS** - no updates currently.

**COVENANT VIOLATIONS**

- Covenant violations were discussed, and the list updated.

**MEETING ADJOURNED: 9:00 pm**

**NEXT MEETINGS: March 15, ~~April 19<sup>th</sup>~~, May 17th**

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MINUTES**

**March 15, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Kevin, Jason, Al, Jim, Howie and Stan

**MINUTES OF FEBRUARY MEETING:** Approved

**FINANCIALS:** Financials approved.

**REPORTS:**

-Administrators timesheets approved.

-New Homeowner list reviewed

-Architectural approvals – none to review

**OLD BUSINESS**

---Unpaid Assessments - Invoices were distributed to Board members to hand deliver to homeowners who haven't paid. The deadline for payment is April 1<sup>st</sup>, otherwise liens will be placed on properties after that.

---Jim gave further numbers on raising 2024 annual assessments. The Board will continue to review the data and a decision will be made at the next meeting.

--2022 Tax filing has yet to be submitted. Cathy to reach out to Alicia for assistance.

---Jason reported on contract pending with Springs town Shakers for June 22<sup>nd</sup> Foothills Concert in the Park.

--Cathy reported on progress of the CVHA website. All information requested has been submitted. Cathy to invite Sarahrose to the April meeting to give the Board an overview of the website and to answer any questions.

--Administrator email address security - tabled until next meeting.

**COVENANT VIOLATIONS:**

--670 Allegheny – storage container & parked cars --- Howie to follow up with letter

--825 Grey Eagle Dr N -- lien to be placed on property for 2022 unpaid assessment. Letter sent to lawyers involved to inform of the CVHOA outstanding balance.

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
APRIL 19, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Kevin, Al, Howie, Stan, Jason (met)

**WEBSITE DEVELOPMENT UPDATE:** The developer for the new CVHA website gave a presentation to the board on the progress of the project and answered questions. It's anticipated the new website will be functional for homeowner use by July 1<sup>st</sup>. In the meantime, training and final revamping are to take place in May and June.

**CO SENATE BILL PROPOSAL:** Bill Schmidt gave a presentation on the proposed CO Senate Bill 23-213 which is being debated at the state level. The bill would take land use authority away from local governments and give it to the Director of Colorado Department of Local Affairs which would override provisions in local covenants such as CVHA that protect areas that are zoned for single-family use.

**MINUTES OF MARCH MEETING:** Approved

**FINANCIALS:** March Financials approved.

## **REPORTS**

-Administrators timesheet approved.

-New Homeowner Ust reviewed

-Architectural approvals reviewed

## **OLD BUSINESS**

- Chas reported the proposed options for the 2024 Assessment increase. Due to increased costs due to inflation and given the fact that CVHA has the lowest assessment fee comparable to nearby communities, the assessment needs to be increased.
- Jason gave an update of the June 22<sup>nd</sup> Foothills Bluegrass concert. Plans are moving forward with the contract signed with the band, magician scheduled and access to Foothills Park. Several items are in progress including security, sign, portable toilet. April and May will bring fundraising efforts, ordered ice cream and food truck.
- Options for interest in banking accounts - tabled.
- Cathy updated the list of homeowner late assessments (5) and will work with lawyer to place liens on their property.
- Cathy reported the 2022 taxes had been filed.

- Kevin gave information on Baker & King Security patrol. He presented options for increased patrols with the current contract expiring on May 23rd. The board voted to increase patrols to 20 hours a month at a cost of \$1200.

**COMMON AREA REPORTS** - no updates currently.

**COVENANT VIOLATIONS**

- Covenant violations were discussed, and the list updated.

**MEETING ADJOURNED: 9:20 pm**

**NEXT MEETINGS: May 17<sup>th</sup>, June 21<sup>st</sup>, July 19<sup>th</sup>**

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
MAY 17, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Kevin, Al, Howie, Jim

**DRY REHEARSAL FOR ASSESSMENT MEETING:** Chas went over PowerPoint information that will be presented at the homeowner's assessment meeting on May 24<sup>th</sup>. A discussion was related to the meeting on the following topics were discussed: handling online chat questions, handling proxy votes. How to log votes/proxies on CVHA distribution list and email announcement with the Zoom link and the proxy form. Suggestion was made by the board on topic items and a final draft will be sent to the homeowners within the following three days.

**OLD BUSINESS**

**CO SENATE BILLS PROPOSALS:** Bill Schmidt gave an update of Senate Bill 23-213 which would take land use authority away from local governments and give it to the Director of Colorado Department of Local Affairs. In addition, Bill stated this was supported by the governor, but it did not pass. The bill would take land use authority away from local governments and give it to the Director of Colorado Department of Local Affairs which would override provisions in local covenants such as CVHA that protect areas that are zoned for single-family use. Bill also summarized CO Senate Bill 23-178 stating concerning removing barriers to water-wise landscaping in common interest communities. It was determined that Comstock would need to come up with 3 proposals which would be posted on the website for homeowners information.

**MINUTES OF MARCH MEETING:** Approved

**FINANCIALS:** April Financials approved.

**REPORTS:**

-Administrators timesheet approved.

-New Homeowner list reviewed

-Architectural approvals reviewed

**OLD BUSINESS**

- Jason gave an update of the June 22<sup>nd</sup> Foothills Bluegrass concert and fundraising efforts. Donations are being solicited and plans are almost completed.
- Options for interest in banking accounts - tabled.

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
JULY 19TH, 2023**

**CALL TO ORDER:** 7:02 pm

-- Determination of Quorum: Chas, Howie, Jim, Jason, Stan, Al

**SPECIAL DISCUSSIONS**

- Hogan family had three attendees to discuss ongoing work at the residence. Siding, along with tree branch pruning are the remaining topics of concern. Pres appreciated the progress and requested an update in August HOA meeting.
- Jerome Keizer spoke about initiating a neighbor assistance program and Board is in favor of this being explored further.
- Joe Clickner voiced concern about Covenant entry regarding no street parking remaining in Covenants following recent Colorado state law prohibiting HOAs from enforcing such a rule. Pres indicated the matter was reviewed by HOA lawyer on retainer. Decision at present is to leave rule in Covenants, yet not enforced, due to complexity associated with removing the guidance. Pres stated guidance this concern would be addressed in the upcoming HOA newsletter as well as clarified on the HOA website.
- Brandon Helm from Warren Management Group presented information on how contracted services in use with Golden Hills, Hunter Pointe and other nearby HOAs has assisted them with administration of HOA duties.
- The Board reviewed the vote after the June 29<sup>th</sup> special meeting (follow-up to the May 24<sup>th</sup> meeting) on the proposal to increase the annual assessment from \$48 in 2023 to \$88. The Board received 182 votes in person and by proxy (which is 30.5% of the 595 properties in Comstock Village that were eligible to vote); 169 votes were cast in favor of the proposal to increase the annual assessment while 13 votes were cast against the proposal. Based on these results and in accordance with Article IV of the Covenants, the Board then voted unanimously to approve the vote of members to increase the annual assessment to \$88 and authorized the President and/or the CVHA Administrator to file this document with the El Paso County Clerk and Recorder.

**MINUTES OF June meeting:** approved

**FINANCIALS:** Financials approved

**REPORTS:** Timesheet approved

**OLD BUSINESS**

### **ARCHITECTURAL IMPROVEMENT REQUESTS:**

- The Troutman residence request was reviewed and denied based on lack of clarity from contractor for request and references to aluminum siding.

### **COVENANT VIOLATIONS:**

- Howie acted as a follow-up with residents at 750 Allegheny reference large travel trailer in driveway for over two weeks.
- Group discussed issue of fence between Comstock HOA and Townhomes at Rockrimmon. Al will follow up with property manager once more and discuss findings at August HOA meeting.
- Jason provided community concert recap.
- Group discussed dumpster service continuation in light of many longstanding issues with outside-HOA people misusing the service and overloading dumpsters.

**TRAFFIC/OFF-DUTY POLICE:** no new actions or updated in this area

**COMMON AREA REPORTS:** no new actions or updates in this area

### **NEW BUSINESS:**

- Board discussed renewal of Administrator's contract as well as other facets of compensation structure. The CVHA Board voted unanimously to raise the Administrator pay to \$20/hour and issue a bonus of \$2556 to compensate for 151 overtime hour worked since December 2022.

**ADJOURNED** at 9:12 pm

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
AUGUST 16, 2023**

**CALL TO ORDER:** 7:02 pm

-- Determination of Quorum: Chas, Howie, Jim, Stan, Al, Kevin & Jason proxy to Chas

**MINUTES OF JULY MEETING** approved

**SPECIAL DISCUSSIONS:**

- Balu Bhayani requested permission to place a bench atop Common Area B in honor of son Rajat who passed away last November. He will fund the project but wanted approval to move ahead as this was a special place for his family and his son. The board gave unanimous approval to move ahead with the project.

**FINANCIAL REPORTS** August Financial Statements approved

**REPORTS:**

Timesheet

New Homeowners

Architectural Approvals

**OLD BUSINESS**

- Chas had Board members present sign announcement of assessment increase. Once all board members sign it will be filed with the El Paso County Clerk and Recorder's office.
- Discuss of new website. Training has been held. Various functions like attachments are problematic for Wix system. Further familiarity needs to be worked on.
- Update on Townhomes of Rockrimmon. The board decided to fund a fence which will be location on Comstock Village side with a \$15,000 budget. Al to get quotes for fence and research contractor and will present at next meeting.
- Draft of 2024 budget discussed. Jim to revamp the budget to allocate \$15,000 for the above fence project.
- Fall dumpster service to be held within the first couple weeks of October. Cathy to call for dates and deliveries from Iron Mountain.
- Reminder that newsletter articles are due to Cathy by the end of the week.

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
SEPTEMBER 20, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Howie, Jim, Kevin, Jason, (Stan and Al absent -proxy to Chas)

**MINUTES OF AUGUST MEETING** approved

**FINANCIAL REPORTS** August Financial Statements approved

**REPORTS:**

Timesheet - approved  
New Homeowners  
Architectural Approvals

**NEW BUSINESS**

- Replacement of Tiny Letter. With the previous Comstock Village website being eliminated a discussion was held on how to send mass mailings with attachments as previous website was an integral part of that process. Cathy to contact Sarahrose to get her suggestions of available programs that may be able to facilitate this need.
- Options for better interest in banking accounts – Jason provided 4 options for better interest. It was determined that further investigation will be held on First Bank and ENT Credit Union. Cathy will get information on the dates of when current CDs mature. Further discussion to be held at the next meeting.

**OLD BUSINESS**

- All forms and board members with the status of the assessment increase vote results which Cathy will take to El Paso County to have recorded.
- Update on website requirements. Cathy to get list of items still needing to be addressed. Meeting to be set up in the near future. SarahRose proposed a \$100 fee per month to keep website current.
- Update of fence contact in Area A – tabled due to Al's absence.
- Fall dumpster week procedures were discussed and assignments were given along with dates of dumpster drop-offs and pick-ups.

- Fall newsletter updates. The newsletter has been sent to the printer and final proof will be sent by the end of the week. Once approved the newsletter will be in final production and then sent for mailing.
- Common area budget. The common area remaining balance for the year is approximately \$6,645.35. It is proposed this amount be used for the fence in Area A.

### **COVENANT VIOLATIONS**

- 6665 Grey Eagle Terr the overgrown weeds have been taken care of but siding still needs to be taken care of. Chas to have conversation with Hogan family
- 965 Grey Eagle Cir. Landscaping under contract. Remove from violations list.
- 1090 War Eagle Dr N – Kevin states nothing really can be done; will speak with homeowner.
- 528 Anaconda - overgrown yard taken care of. Remove from violations list.
- 940 Grey Eagle Cir N. Improvement made. Cathy to call out of state homeowner and remind that property needs to continue to be maintained.
- 575 Allegheny Dr - RV no longer there. Remove from violations list.
- 340 Waco Ct - lawn service contacted, and issue is resolved. Remove from violations list.
- 355 Waco Ct. -- Property management company contacted and issue resolved. Remove from violations list.

**ADJOURNED** at 8:50 pm

**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 17, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Howie, Jim, Kevin, Jason, (Stan and Jim absent)

**MINUTES OF AUGUST MEETING** approved

**FINANCIAL REPORTS** September Financial Statements approved

**REPORTS:**

Timesheet - approved  
New Homeowners  
Architectural Approvals

**NEW BUSINESS**

- The board was informed that the recording of assessment increase vote along with the Doukas common area license termination has been filed with El Paso County.
- Cathy to set up a meeting with Sarahrose, the website designer along with Chas and Jason to go over the changes/requirements for website. The tentative date is November 4<sup>th</sup> based on participants' availability.
- Update on fence contract in Area A. Common Area Committee met and disagreed with the Board's decision to build fence using budget from common area. The Board deferred to the committee and are recommending representatives from the neighborhood where the offenses are conducted to come up with a plan to solve the problem.
- Options for better interest in banking accounts. Cathy provided information on when the CD's mature. Jason will follow-up by going to First Bank to inquire on consolidation of CD accounts and what the options are.

**COVENANT VIOLATIONS**

- 6665 Grey Eagle Terr the overgrown weeds have been taken care of but siding still needs to be taken care of. Chas to have a conversation with Hogan family.
- 1090 War Eagle Dr N – Kevin states nothing really can be done; will speak with homeowner.



**COMSTOCK VILLAGE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
NOVEMBER 15, 2023**

**CALL TO ORDER:** 7:00 pm

-- Determination of Quorum: Chas, Howie, Jim, Jason, (Al, Stan, Kevin absent – proxy to Chas)

**MINUTES OF OCTOBER MEETING** approved

**FINANCIAL REPORTS** October Financial Statements approved

**REPORTS:**

Timesheet - approved  
New Homeowners  
Architectural Approvals

**NEW BUSINESS**

- New Board members John Ugarte, Janet Wagner, and Cheryl Jensen attended. Introductions were made and new board members had the opportunity to observe the monthly meeting process.
- November Beta test to ensure payment feature in website works so homeowners can make 2024 assessment payments online. Board members to sign up for their website accounts and pay assessment in December to test this feature. Chas will change verbiage under the FAQ section. Board members are invited to attend a meeting on December 4<sup>th</sup> at 6:00 pm with Sarahrose to go over final website processes.
- Fall dumpster debrief was discussed. There are varying opinions on how to move forward with Fall and Spring clean-up. The suggestion was made to have all 6 dumpsters delivered in one day to allow for efficiency of dumpster deliveries. Baker & King will be hired to patrol the dumpster sites to ensure homeowner compliance.
- Allegheny Place Action Committee was discussed and current Board member Stan, will take the lead in getting the committee organized at the first of the year to work with the Common Area Committee.
- Jason presented options for getting better interest in banking accounts. It was determined we will continue to use First Bank as their rates are competitive. One CD matured in October and the time has lapsed to make any changes to those funds. It will mature again in April 2024. The other CD matures in January 2024. The January CD will remain the same and when the October CD matures in April, we will combine the two at a higher interest rate.

- Spotlight issues at 1090 War Eagle Dr N will not be resolved by CVHA as the issues are between the homeowners.

#### **COVENANT VIOLATIONS**

- 6665 Grey Eagle Terr the overgrown weeds have been taken care of but siding still needs to be taken care of. Chas to monitor.
- 1090 War Eagle Dr N – removed from violations list.
- 570 Anaconda Dr - yard full of weeds and no landscaping. Jason to view property and contact owners if necessary.

**ADJOURNED** at 8:50 pm