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.

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 (Al)

- 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.

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.

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

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
January 21, 2026 | 7:00 PM
Fire Station #18 – Community Room

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1. Call to Order
The meeting was called to order at 7:06 PM.
2. Determination of Quorum: John, Chas, Kathy, Eric, Brian, Casey, Thomas
A quorum of the Board of Directors was present.

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3. Approval of Prior Meeting Minutes

- November Meeting Minutes
  A motion was made to approve the November meeting minutes.
  Motion passed.

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4. Financial Report

- 2025 Audit Review
  The Board reviewed the 2025 audit results; no issues were identified. However, Kathy is seeking clarification on how things have been listed.
- November–December Financial Statements
  Kathy reviewed the financial statements. A motion was made to approve the financials.
  Motion passed.
- Administrative Equipment Purchase
  The Administrator requested approval to purchase a new printer for Comstock HOA operations.
  - Approved for up to $500.
  - If the cost exceeds $500, the Board President is authorized to approve the additional amount if necessary.
    Motion passed.

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5. Reports

Administrator Report

- Timesheet – Approved.
- New Homeowners – New homeowner letters will be distributed at the next board meeting after homes have closed and title companies have provided new homeowner names.

- Architectural Approvals – The Board reviewed all submitted architectural improvement requests. (See 7.4 for more information)

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6. Old Business

6.1 License to Use Filings – El Paso County (Jodie)

- Chas will assist Jodie in updating the License to Use spreadsheet once the new licenses are registered and completed licenses are rescinded with El Paso County.

6.2 Short-Term Rentals (STRs)

STR Town Hall Update

- Chas reviewed the revised STR language, which now aligns with City Code.
- Kathy summarized feedback from the Town Hall meetings presented to Comstock homeowners.
- Email reminders were sent to ensure homeowner awareness.
- Proposed changes were reviewed in detail.

A motion was made to adopt the updated STR language.
Motion passed.

Electronic Voting for STR Amendment (Kathy)

- Electronic voting platform cost: $75.
- Two reminder emails will be sent per household.
- One vote permitted per household.
- Kathy will send a test vote to the Board.
- The vote will be sent to the primary email address on file.
- Jodie will send a community notification in February informing homeowners that an electronic vote is required.

6.3 Area D – Remaining Mistletoe (Front Range Arborists)

- Frank reported (prior to the meeting) ongoing coordination with arborists.
- There may be a request for approval of additional work related to remaining mistletoe treatment.

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7. New Business

7.1 Director Resignation and Appointment (Chas)

- Chas reviewed Bill Shell's letter of resignation.
  A motion was made to accept the resignation.
  Motion passed.
- Eric Hunter, runner-up in the October Board election, agreed to fill the vacancy.
  A motion was made to appoint Eric Hunter to the Board effective immediately.
  Motion passed.

7.2 Director Area Assignments (Jodie)

Assignments were reviewed and confirmed.

7.3 Website Update (Janet)

- Jodie will work with Janet to add Board meeting dates to the HOA website.

7.4 Neighborhood Pantry / Blessing Box Request (John)

- **J**ohn reviewed the improvement application.
- The Board expressed concerns regarding City Code compliance.
- The Board will not consider the request without written city approval.

A motion was made to disapprove the application as presented.
Motion passed.

7.5 Overdue Annual Assessment Collection Plan (Chas)

- The newsletter containing assessment invoices was delivered 1/20 -1/22.
- Homeowners have until February 28th to pay before a $30 late fee is applied.
- Jodie will send a payment reminder to homeowners for review by John and Chas prior to distribution.
- Homeowners with unpaid assessments may be subject to lien proceedings.
- Directors will assist with outreach as payment deadlines approach.
- Overdue collection process/timeline will be determined at February's Board meeting.

7.6 Review of Significant 2026 Events

- **F**ebruary Director Farewell Dinner (John) will honor Al, Cheryl, and Bill. Chas will send a coordinating email.
- Concert in the Park (Tom) is tentatively scheduled for June 19. Jason will provide details for Jodie and Thomas.
- Spring Dumpster Days (Jodie): dates will be presented at February's Board meeting.
- CVHA Books and Records Inspection (John): John reviewed the inspection process for

homeowners and existing documentation.

- Records Storage and Digitization (Jodie): to be discussed at a future Board meeting.
- November 2026 Board Meeting Location (Jodie): Fire Station #18 is unavailable on November 18. An alternate date of November 17 is being reserved.
- CVHA Administrator contract (Chas): annual contract will expire on March 1st. Chas will draft an updated contract for the Board to review and approve at February's Board meeting prior to notarized signatures by John and Jodie.

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8. Covenant Violations

John reviewed current covenant violations with the Board.

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9. Adjournment

The meeting was adjourned at 9:21 PM.

Future Meetings – 2026

- February 18
- March 18
- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 13 (Tuesday)
- November 18 *(November 17 reserved if needed)*

Annual Meeting: Wednesday, October 14, 2026

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
February 18, 2026 | 7:00 PM
Fire Station #18 – Community Room

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

2. **Determination of Quorum**: John, Chas, Eric, Brian, Casey, Thomas (John has the proxy vote for Kathy)
A quorum of the Board of Directors was present.

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3. Approval of Prior Meeting Minutes

- January Meeting Minutes - Chas reviewed the minute format
  A motion was made to approve the January meeting minutes.
  Motion passed.

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4. Financial Report (Jodie)

- 2025 Audit: A motion was made to push the audit review to the March meeting when Kathy is back. The motion was approved.
- Baker and King Patrol - $1240
- Front Range Arborists for mistletoe removal - $625
- Common area - pick up and materials - $402.25
- Administrative cost $880 plus mileage $33.00
- Administrative Equipment Purchase
  The Administrator updated the Board that the new printer cost was $443.60 and a check was issued to the administrator
- Jodie is also work with Kathy on some different views for the financials

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5. Reports (Jodie)

Administrator Report

- Timesheet – (attached) A motion was made to approve the January timesheet. Motion passed.
- New Homeowners – (attached) Homeowner letters were given to directors for delivery. Chas took Kathy's assignment.
- Architectural Approvals – The Board reviewed all submitted architectural improvement requests.
  - A homeowner request. Came in at 2/18 and was not included on the original review list. The Board passed a motion directing the administrator to email the full packet of information so board members have time to review it. The Board will come prepared to vote at the March meeting. The motion was passed.

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6. Old Business

6.1 License to Use Filings – El Paso County (Jodie)

- Chas will assist Jodie in updating the License to Use spreadsheet once the new licenses are registered and completed licenses are rescinded with El Paso County.

6.2 Short-Term Rentals (Chas)

- STR email went out to homeowners 2/18 preparing them for the online STR vote.
- The following dates were noted in the email: (email copy is below in Appendix 1.)
    - Voting window: Mar 7 through Apr 6.
    - Final date to submit votes: Apr 6. All votes must be received no later than Apr 6.

6.3 Area D – Remaining Mistletoe (Chas)

- Frank reported (prior to the meeting) ongoing coordination with Front Range Arborists.
- There may be a request for approval of additional work related to remaining noxious mistletoe removal in Area D.
- As mentioned above the cost for Jan / Feb work in Area D was $625. A motion was made to pay the $625 work to remove the mistletoe. Motion was approved.

6.4 Overdue Annual Assessment Collection Plan (Chas)

- The newsletter containing assessment invoices was delivered 1/20 -1/22.
- Homeowners have until February 28th to pay before a $30 late fee is applied. Late fee will be applied March 3rd
- Jodie will send a payment reminder to homeowners for review by John and Chas prior to distribution.
- Homeowners with unpaid assessments may be subject to lien proceedings. Liens could be levied on delinquent homeowners by 1 Apr (in accordance with 30 day requirement in the Covenants).
- Directors will assist with outreach as payment deadlines approach.
- Overdue collection process/timeline will be determined at March Board meeting.
- Jodie will provide the Board with a list of delinquent homeowners by the March Board meeting.
- Another email reminder to go out on Friday Feb 20th.

6.5 Concert Planning (Tom)

- Concert in the Park is tentatively scheduled for June 19. Jason has provided details for planning 2026. Thomas has the information and we will discuss further at the March meeting.

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7. New Business

7.1 Records Request Policy (John)

- The board reviewed the records request policy (appendix 2) . A motion was made to approve the policy. Motion passed.
- John directed a special meeting of the Board on February 25th to discuss third party involvement in handling future records requests in accordance with the newly approved policy. Minutes of the special meeting of the Board will be recorded and posted on the CVHA website.

7.2 Sign Policy (John)

- John drafted a proposal regarding the signs on homeowners properties for review of the Board. The City is currently reviewing the sign policies and we will review the changes at that point. A motion was made to approve the document. There was no second for the motion.

7.3 Remote Attendance Options for Meetings (John)

- John asked the Board whether they would consider offering remote access to meetings or providing recordings of the meetings.
    - The Board discussed the request and noted that previous attempts to provide virtual access resulted in unproductive meetings that ran significantly longer and were difficult to manage. Following the discussion, a motion was made to continue offering in-person meetings only. The motion was seconded and passed.

7.4 Common Areas Survey (Carl/John)

- The Common Area Committee requested to send out a survey to the homeowners. However, with assessment fee emails along with STR emails being sent in February and March, the Board was concerned homeowners would be overloaded with emails. A motion was made to delay the survey until the summer after higher priority Board initiatives are complete. The motion passed. John will reach out to the Common Area Committee to explain the Board decision.

7.5 Administrator Contract Update (John)

- John reviewed the admin contract and it will be approved by the Board for signature via email correspondence in late February/early March.

7.6 2025 Tax Filing (Jodie)

- Options for filing taxes will be discussed by executive members of the Board (President, VP, and Secretary/Treasurer) once Kathy returns from vacation in March.

7.7 Third Party Record Filing (Jodie)

- This issue was tabled until the March meeting due to lack of time.

7.8 February Director Farewell Dinner (John)

- Will honor Al, Cheryl, and Bill. Departing Director gifts have been purchased in accordance with the 2026 budget amounts. Chas will send a coordinating email.
- A motion was made for the CVHA to fund the meals for the departing Directors and their spouses at the farewell dinner, as has been customary (standing Directors, spouses, and other guests pay on their own). The motion passed.

7.9 Spring Dumpster Days (Jodie)

- **Dumpster Days – Recommended Schedule**
    - Two events per year: one in the spring and one in the fall.
    - Spring Schedule Recommendation:
        - Second week of the month.
        - Three drop-off days on Tuesday and three drop-off days on Thursday.
    - Communication Plan:
        - Notices will be sent 24 hours before each delivery as per previous years.
- **Fall Dumpster Event**
    - **Tentative Date:** Second week in September.
    - **Action:** Final date and communications plan will be confirmed at the July Board Meeting.

- A motion was made to approve the above Dumpster Days plans and the motion was passed.

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8. Miscellaneous

8.1 Garage Sale Day (Jodie)

- This issue was tabled until the March meeting due to lack of time.

8.2 Annua1 CSFD Chipping Program (Jodie)

- July 6th / Sept 28th
- Sign up - https://www.coswildfireready.org/neighborhood-chipping-program

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9. Covenant Violations

John reviewed current Covenant violations with the Board. The Directors confirmed that the mass submission of sign complaints have been actioned and those complaints are closed.

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10. Adjournment

The meeting was adjourned at. 9:47 pm

Future Meetings – 2026

- March 18
- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need location or change date)

Annual Meeting: Wednesday, October 14, 2026

Appendix 1.

Dear Homeowners,

The Comstock Village HOA will be conducting an electronic vote regarding a proposed covenant amendment related to Short-Term Rentals.

Each home within Comstock Village will be entitled to one (1) voting member for this vote.

The primary email address currently on file for your household will be the email used to distribute voting instructions and access to the electronic voting tool. If you would like to confirm or update the email address we have on file, please contact the HOA administrator at infocvha@gmail.com.

Voting Timeline:

- Information concerning this proposed covenant change will be available on the CVHA website beginning: February 15
- Voting window: Mar 7 through Apr 6
- Final date to submit votes: Apr 6

All votes must be received no later than Apr 6 to be counted. Reminder notices will be sent to homeowners who have not yet submitted a vote during the voting period.

We appreciate your participation, as this vote is an important part of the governance and future direction of our community. Please be sure to review the materials carefully once they are received and submit your vote within the allotted timeframe.

Should you have any questions regarding the voting process or your contact information, please reach out to infocvha@gmail.com.

Thank you for your attention and engagement.

Sincerely,
Comstock Village HOA
Email: infocvha@gmail.com

Appendix 2

COMSTOCK VILLAGE HOMEOWNERS' ASSOCIATION (CVHA) POLICY

ON RECORDS REQUESTS

To comply with Federal and Colorado law, including CRS 38-33.3-317, the Comstock Village Homeowners' Association adopts the following rules governing records requests.

1. Definitions:

a. Board of Directors. The Association is governed by an all-volunteer Board of Directors and supported by one paid administrator. The duly elected governing body of the Comstock Village Homeowners' Association, acting collectively, and vested with the authority to manage the affairs of the Association, adopt and enforce rules, conduct meetings, and exercise all powers granted under the Association's governing documents and applicable Federal law, Colorado law, and ordinances adopted by El Paso County and the City of Colorado Springs.

b. Owner. Shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any Lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

c. Books and Records. Records required by CRS 38-33.3-317 shall be maintained, made available for inspection within thirty (30) days of creation or receipt, and retained in accordance with law and the Association's record retention policy. The Association maintains the following records, as required or permitted by law. These records may include but are not limited to:

(1) Governing Documents: Declaration (CC&Rs), Articles of Incorporation, Bylaws, rules, regulations, written policies, and amendments to governing documents.

(2) Board Records: Board resolutions; minutes, notices, and agendas of Board and member meetings; actions taken by written consent.

(3) Financial Records: Detailed records of receipts and expenditures affecting the operation and administration of the Association; Adopted annual budgets (minimum three (3) years retained); reserve studies; balance sheets; income and expense statements; general ledgers; bank statements; canceled checks and deposit records; accounts receivable and delinquency reports; invoices; contracts; receipts; federal and state tax returns (minimum 7 years); audit or review reports.

(4) Voting Records: Ballots, proxies, and related records, retained for at least

one (1) year following the vote, as required by law.

(5) Owner Information: A current list of owners, including names and mailing addresses, as required by law (email addresses, telephone numbers, and other personal identifying information redacted or withheld as permitted by law).

(6) Assessments and Payments: Assessment schedules and payment histories.

(7) Insurance and Contracts: Insurance policies and non-privileged claim related records, excluding confidential, privileged, or legally protected claim materials; and contracts with vendors, managers, and professionals.

(8) Correspondence and Administrative Records: Formal correspondence related to Association business (excluding attorney-client privileged communications and executive session materials); architectural review applications and approvals; and records of covenant enforcement, including violation notices and fines.

d. Excluded Records. The Association may withhold records as permitted by CRS 38-33.3-317(3), including but not limited to: attorney-client privileged communications; records prepared for or discussed in executive session; personnel, salary, or medical records relating to specific individuals; personal identification and account information of owners; individual owner account information and specific delinquency details, except that summary information regarding the status of assessments or delinquency totals shall be provided as required by law; and any records otherwise protected from disclosure by state or federal law.

e. Records Not in Existence. The Association is not required to create, compile, summarize, interpret, reorganize, or otherwise prepare records in response to a request. The Association is only required to produce records that exist at the time the request is received and that are maintained in the ordinary course of business. The Association has no obligation to reconstruct records, create new documents, generate reports, extract data from multiple sources, or convert records into a different format in order to satisfy a records request.

f. Abusive or Unreasonable Requests. The Association may deny a records request only as permitted by CRS 38-33.3-317, including if the request is not made in good faith, is made for a commercial purpose, or is unrelated to the requester's interest as a unit owner or otherwise constitutes an abuse of the statutory inspection right. Any denial shall be provided in writing within the time period required for records production and shall state the specific legal basis for the denial.

g. Serial Requests. The response period shall begin upon receipt of a complete written request that reasonably describes the records sought and is submitted to the Association's designated records custodian. A request is considered complete

when it reasonably identifies the records sought and any required consolidation or clarification has been provided. If multiple requests from the same owner involve overlapping, related, or continuing subject matter, the Association may treat such requests as a single consolidated request to ensure efficient processing and may require submission of a single, complete list of the records requested. If an owner submits additional, revised, or supplemental requests before the Association has completed processing a prior request, the Association may treat the additional submissions as a modification or expansion of the pending request. In such cases, the response period shall begin upon receipt of the most recent consolidated or complete request. The Association may also prioritize, sequence, or consolidate multiple pending requests from the same owner as reasonably necessary to manage administrative workload and to process requests efficiently and in good faith. The Association may suspend processing, upon written notice (including email) to the owner, until the owner provides the required consolidated or clarified request.

2. Records Request Procedure. Requests must be submitted in writing to the Association's administrator or designated records custodian. Requests submitted to individual Board members are not considered received until delivered to the custodian. All record requests must be submitted in writing and must describe the records sought with reasonable particularity, including relevant time periods if applicable. Requests for records already publicly available (e.g., on the Association website) may be provided by directing owners to the appropriate location. Records shall be made available for inspection at the Association's principal office or at another reasonable location designated by the Association or provided electronically where available. Records shall be available for inspection during regular business hours or at a mutually convenient time as required by CRS 38-33.3-317. All records are maintained subject to applicable privacy, confidentiality, and legal limitations. Retention periods for specific records follow statutory requirements and generally accepted business practices.

a. Frequency and Scope. Requests must be reasonable in scope and made in good faith. The Association is not required to repeatedly produce identical records within a short period of time unless the records have materially changed or the owner demonstrates a reasonable need for additional or updated records. Serial or consolidated requests shall be handled as provided in Section 1(g), and the Association may require clarification to reduce administrative burden. The Association may reasonably limit or manage responses to requests that are duplicative, excessive, that reasonably appear intended to harass or that would unreasonably burden the Association, or that otherwise constitute an abuse of the statutory inspection right, as permitted by CRS 38-33.3-317. The Association may prioritize or sequence responses when multiple requests are pending in order to ensure efficient and equitable processing.

b. Response Time. The response period shall begin upon receipt of a complete request as defined in Section 1(g). Requests that are incomplete, unclear, or require consolidation under Section 1(g) shall not be considered complete for purposes of the response period. The Association shall make the requested records available for inspection or copying within ten (10) calendar days of receipt of a written request, as required by CRS 38-33.3-317. If the requested records are not reasonably available within ten (10) calendar days, the Association may extend the production period for an additional reasonable time not to exceed thirty (30) calendar days total and shall notify the requesting owner in writing of the reason for the delay and the expected date of availability. In the event extraordinary circumstances beyond the Association's reasonable control prevent production within thirty (30) calendar days, the Association shall provide written notice describing the circumstances, the efforts being made to obtain the records, and a specific anticipated date for production. The Association shall continue to act in good faith to produce the records as soon as reasonably available. Written notice under this section may be provided by email to the owner's email address on file with the Association, or by other written delivery method. The Association's obligations under this section are governed by a standard of good faith and reasonableness as required by CRS 38- 33.3-317.

c. Fees. The Association may charge the actual, reasonable costs of copying, scanning, or reproducing records, including the cost of materials and labor directly associated with reproduction, as permitted by CRS 38-33.3-317. The Association may require advance payment of estimated copying costs before releasing records. If records are maintained in electronic format, the Association may provide electronic copies in lieu of paper copies where practicable.

3. Enforcement. The CVHA Board of Directors shall enforce these rules consistently and in compliance with CRS 38-33.3-317. Any deviation from standard procedures must be based solely on objective legal requirements, documented administrative necessity, or compliance with applicable law, and shall not restrict an owner's statutory inspection rights. Nothing in these rules shall be interpreted or applied in a manner that limits or conflicts with an owner's rights under CRS 38-33.3-317. If any provision of this policy conflicts with CRS 38- 33.3-317, the statute shall control and the policy shall be interpreted to maximize owner inspection rights.

4. Amendments. These rules may be amended from time to time by the Board of Directors.

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
March 18, 2026 | 7:00 PM
Fire Station #18 – Community Room

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1. Call to Order
The meeting was called to order at 7:11 PM.

2. **Determination of Quorum**: John, Chas, Eric, Brian, Kathy, Thomas (John has the proxy vote for Casey)
A quorum of the Board of Directors was present.

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3. Approval of Prior Meeting Minutes

- February Meeting Minutes - Chas reviewed the minute format
  A motion was made to approve the February meeting minutes.
  Motion passed.
- Special Meeting minutes - A motion was made to approve the February special meeting minutes.
  Motion passed.

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4. Financial Report (Jodie)

- 2025 Audit: We will need to push the audit review to the May meeting when Alisha is available to finish making changes.
- Baker and King Patrol - $1240
- Administrative cost $880 - $32.73 (Tabs) $28.09 (Staples)
- Lebo $212.13 (Common Area)
- William Schmidt ($27.73) Record requests

Motion was made to approve the financials - Motion passed

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5. Reports (Jodie)

Administrator Report

- Timesheet – (attached) A motion was made to approve the February timesheet tentatively . Jodie may have missed some additional hours. Motion passed.
- New Homeowners – Jodie will provide new homeowner letter at the April meeting

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6. Old Business

6.1 Short-Term Rentals (Kathy)

- 35% of homeowners have voted. There will be an update at the April meeting
- Electronic voting ends April 4th
- A reminder was sent to all voters on March 14th
- Motion was made by the board discussing an additional $10 for the reminders through the electronic system. Add on a 3rd reminder and end the vote at the 60 days point. Motion passed

6.3 Common Area –

- A survey will be sent to the homeowners in May to get feedback
- Chas reviewed the importance of our neighborhood and fire safety.

6.4 Overdue Annual Assessment Collection Plan (Chas)

- Jodie provided the board with Assessment reminder letters.
- It was noted that the homeowners still have time to pay between now and April 1, letters should not be distributed until after April 1. May the liens will be submitted for any delinquent lots.

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7. New Business

- Spring news letter (Chas) Email newsletter
    - Would like to be email to homeowners around May 1 (Due to Jodie April 10)
    - Letter from the President (John)
    - Brian writing new director about Eric (Brian)
    - Communication is Key (Jodie)
    - CSFD Cost-Share Stipend Program (Chas)
    - Chipping and Spring Clean Up (Jodie)
    - Garage Sale (Jodie)
    - Concert in the Park (Thomas)
    - Exterior Painting (Jodie)
    - Bears / Wildlife (Jodie)
    - Short Term Rental Electronic Voting Results (Kathy)
    - RV Parking (Jodie)
    - Common Area - Frank
    - Board member contact (Jodie)

- Record inspection special meeting (John)
    - Date/Location April 1 - Jodie will request the Fire Station then discuss with John on option 2 Library (East)
    - Motion was made to charge $30 per/hour for admin time, .25 cents per sheet and the board will absorb the costs if the homeowner does not pay - Motion passed
    - Legal Representative - A motion was made for William Schmidt to produce the second binder for the homeowner request for records - Motion passed.
- Website update (Janet) - not in attendance no update
- Concert in the Park (Thomas)
    - Thursday 19th June

    - Thomas is working to provide band options
    - Thomas reaching out to sponsors
    - Thomas will work with Jodie on Permits
- Spring dumpster dates (Jodie)
- Jodie will work on dumpsters to be delivered in May and communication to go out 24 hours before.
    - Motion was made for May dumpsters with communication 24 hours prior, Motion passed.
    - Recommending two Dates (Spring and Fall)

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8. Miscellaneous

8.1 Garage Sale Day (Jodie)

- This issue was tabled until the April meeting due to lack of time.

8.2 Annua1 CSFD Chipping Program (Jodie)

- July 6th / Sept 28th
- Sign up - https://www.coswildfireready.org/neighborhood-chipping-program

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10. Adjournment

The meeting was adjourned at. 9:47 pm

Future Meetings – 2026

- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need location or change date)

Annual Meeting: Wednesday, October 14, 2026

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
April 15, 2026 | 7:00 PM
Fire Station #18 – Community Room

Call to Order
The meeting was called to order at 7:01 PM.

Determination of Quorum: Chas, Eric, Brian, Kathy, Thomas (Chas has the proxy votes for Casey and Brian had Johns proxy)
A quorum of the Board of Directors was present.

Approval of Prior Meeting Minutes
- A motion was made to approve the March meeting minutes.

Motion passed.
- Special Meeting minutes - A motion was made to approve the March special meeting minutes.

Motion passed.

Financial Report (Kathy)

- 2025 Audit: The audit review has been pushed to the May meeting when Alisha is available to finish making changes.
- Baker and King Patrol - $1240
- Administrative cost Total $924.66 ($880 Monthly and $44.66 mileage)
- Lebo $636.37 Dog Trash, Fence Area G, Materials (Common Area)
- Jodie asked the board to buy new ink for the printer

Motion was made to approve the financials - Motion passed

Reports (Jodie)

Administrator Report
Timesheet –

- Jodie reviewed the revised Feb hours and March hours to date (attached) - A motion was made to approve February revised hours and March hours–motion passed New Homeowners – Jodie provided letters to the directors for the new homeowners.

Improvement / Architectural Approvals

- All improvements were discussed

Old Business

Spring Newsletter

- Jodie is working towards getting the newsletter out the first or second week in May
- The Spring newsletter is an emailed communication.
- Jodie is working on a first draft that will be submitted to Chas ASAP

Website Update

- It was noted that there is an individual that has bought a domain with comstockvillage.com. It appears that the individual is looking to post unfavorable and uncontested comments on the website.

A motion was made to add the following message as a banner on the CVHA official website– motion passed

CAUTION: The HOA Board is aware of a website currently under construction regarding the governance and operations of the Comstock Village Homeowners Association. The website referenced is not an official HOA website and we caution you that its contents may contain inaccuracies or misconceptions reflecting individual perspectives. Your duly elected volunteer Board is committed to governing with the best interests of the entire community at the forefront of our actions and decisions. Please allow us to clarify any issues or concerns you may have moving forward.

Administrator Contract

- The administrator contract agreement has been signed and notarized

Short-Term Rentals (Kathy)

- Electronic portion of the vote is over
- 222 yes / 57 no votes (47%) of homeowners voting (357 needed)
- Election will end May 4 after Directors canvass their areas for additional votes

Common Area

- Survey for input on projects for 2026 (article in Spring Newsletter)

November Meeting Location

- Jodie is waiting to hear back from Eagle View School but has not heard anything. She is also going to work with Wilson Church to see if they have availability for us that evening

- License to Use update
- Dumpster
    - Jodie is working with Iron Mountain to get the Dumpsters out in May

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New Business

- **Executive leadership election (Chas)**

A motion was made and seconded to accept John Urgarte's resignation as President. The motion passed.

A motion was made for board member John Ugarte to take a leave of absence. It was noted that he would provide the Board with his proxy following the meeting. The motion was seconded and approved.

Due to these changes, Chas stated that he would step back into the role of President. He further noted his intention to retire at the end of 2026. Kathy expressed her desire to remain in the position of Secretary/Treasurer and agreed to step in as Vice President on an interim basis.

A motion was made to appoint Chas as President. The motion passed.

The Board reviewed the Street Delegations and made interim changes during John's absence. The Board will review the Street Delegations again in May.

- Revised Records Request Policy (Chas/Bill)

A motion was made to rescind the current Records Policy and adopt the new policy. The motion was seconded and approved.

- Property Inspection Program (Chas)

Chas reviewed the inspection program with the board. It was noted that an inspection took place in November and it was recommended that another inspection take place after the new year. Chas tabled the discussion on the way ahead until the next meeting.

- Tax Filing for 2025 (Kathy)

Kathy has confirmed that Federal taxes have been filed and sent to the IRS. If we have to file State taxes they need to be filed by May 15. Kathy is still waiting to hear from the Colorado Dept of Revenue.

- Homeowner letter (No E-mail) (Jodie)

Jodie sent a note to a couple of homeowners to update their information. This is an on-going clean up of the database

Miscellaneous

Garage Sale Day (Jodie)

- The Garage Sale will be Saturday June 13th

Annua1 CSFD Chipping Program (Jodie)

- July 6th / Sept 28th
- Sign up - https://www.coswildfireready.org/neighborhood-chipping-progra

Concert Planning

- Dates need to be determined early (First Permit) Need to renew (Oct/Nov)
- Concert planning - Permit (to get the space in the park)
- Noise Permit
- Alcohol permit (not pursuing this year)
- Baker Security (Eric will contact)
- Ice Cream (Jodie will order closer to the time)
- Band (Reserved)
- Food Truck (Reserved)

A motion was made to go into executive session and for William Schmidt to remain to give legal advice. The board will discuss the following matters in executive session to protect the homeowner and homeowner's privacy

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10. Adjournment

The meeting was adjourned at. 8:57 pm

Future Meetings – 2026

- May 20
- June 17
- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need alternate location or to change date)

Annual Meeting: Wednesday, October 14, 2026

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
May 20 2026 | 7:00 PM
Fire Station #18 – Community Room

Call to Order
The meeting was called to order at 7:04 PM.

Determination of Quorum: Chas, Eric, Brian, Casey Thomas
(Brian has John's vote / Brian has Kathy's vote)

A quorum of the Board of Directors was present.

Approval of Prior Meeting Minutes
- A motion was made to approve the April meeting minutes.

Motion passed.

Administrator Report

- **Timesheet –**

Jodie reviewed timesheet - A motion was made to approve - motion passed

- **Improvement / Architectural Approvals**

All improvements were discussed and reviewed.

- **New homeowners**

Two homes are due to close this month - I will have letters at the next board meeting.

- **Financials**

Tabled. Will review April and May in June so that Kathy is here to present.

NEW BUSINESS

- **Certification of STR amendment vote (Kathy)**

(Kathy was not at the meeting but provided the following update) Kathy will provide Jodie the paper copy of the recording of the electronic portion of the election (222 in favor) and the owner's signatures gathered during canvassing (143 in favor)...365 in favor (61 percent of 595 owners). If needed, Jodie can bring these to the meeting to make them available for review. It was discussed by the Board that alternative approaches should be explored to increase voter participation when additional votes are required for future ballot measures. Eric made a motion to approve the certification confirming that the required 60%+ vote was achieved for the covenant amendment. The motion passed. The change becomes official when the board votes that the board approves the change.

A motion was made to approve the covenant amendment in accordance with Article 6, Section 7, Paragraph 11. The motion passed unanimously.

- **Incorporation of STR amendment into Covenants (Kathy)**

(Kathy was not at the meeting but provided the following update) After the vote has been certified by the board, you will need to sign the Affidavit for the Declaration of Change to Covenants prepared by Bill Schmidt in front of a Notary (Jodie will have a hard copy to bring to the meeting). It must then be filed in the El Paso County Clerk & Recorder's office. Subsequently, the owners should be notified of the approved change and it should be posted on the website with the current Covenants.

- **Filing with DORA for 2026 (Kathy)**

(Kathy was not at the meeting but provided the following update) Our CVHA has not registered with DORA since 2022...expired 3/5/2023. Fortunately, as a Pre-CCOIA Limited Expense Community we are not "required" to register and there should be no fee if we do file. Both Bill and I believe we should re-register and continue to do so each year. We currently can't get into the site to reregister. Jodie has sent an e-mail to Sidney Patin...the last individual to have a valid password...to help us recover/create a new password. If not able to do so...we will work with the state to re-access our account. Bill made a clarification that we file with the Colorado Division of Real Estate that is under the DORA agency.

- **Status of State tax filing (Kathy)**

(Kathy was not at the meeting but provided the following update.) Kathy made an appointment with a Colorado Dept of State tax office in Colorado Springs. While they were not very helpful, refusing to give any advice on whether we should file when we owe no taxes, they did clarify that we would be required to file State taxes any year that we have any taxable federal income. Because we do earn interest income, it is possible we could be required to file state taxes in the future. I decided to file state taxes this year (filed 12 May 2026) and recommend we do this each year to ensure we don't forget the potential requirement. I will file an explanation in the Treasurer's book I am developing.

- **Baker & King Security contract renewal (Eric/Jodie)**

The security contract was reviewed and there is an increase in price from $1240 to $1280 for the same execution as previously. A motion was made to continue the service at the increased price - motion passed.

- **Dumpster week(s) debrief (Jodie)**

Dumpsters were not abused, the first set were not as full as the second set due to weather and snow. We received feedback on the harsh tone of our emails and there was a recommendation to list all items that can be placed in the dumpsters. I know due to budget we will be reviewing Fall dumpsters but from an admin perspective I see no reason not to continue, however keeping the same harsh language as this seemed to prevent abuse.

- **Property Inspection Program restart (Chas)**

Chas reviewed the 2025 property inspection and noted that inspections are included in the 2026 budget. A contractor will conduct neighborhood inspections to identify exterior compliance issues, including but not limited to weeds, trash, and trailers and paint. The fall 2025 inspection will serve as the baseline, with follow-up inspections scheduled for the spring and early summer. The board discussed if this was a change in practice and is this additional work for the board. Eric made a motion to discontinue the inspection and use the budgeted funds for a different purpose. The motion was voted on and passed.

- **Records storage / digitization plan (Chas)**

Tabled to June - Chas noted that we may need a director that will look into digital files so they are easier to find in future.

- **Review of assigned areas of responsibility (Chas/Jodie)**

Chas reviewed the director assignments, there were some changes moved and it was agreed. Eric made a motion to approve the adjusted changes to the director assignments. Motion passed

- **El Paso County document registration (Chas/Jodie)**

Jodie will complete the filing of the license to use and register the changes to Article VI, Section 7.11 of the Covenants with the El Paso County Clerk.

OLD BUSINESS

Financial Report (Kathy)

- Kathy was not at this meeting - but provided this update:

Kahty has become adept at working with and understanding the Quick Books software we use to manage our financial matters. As a result, I am now confident in accepting the 2025 Financial Audit (Financial Review Management Report) as written. If we choose to post the report, we should remove the attached A/R Aging Detail and A/P Aging Detail portions of the report as they are not helpful to most people, may cause confusion and/or contain personal information. Otherwise, we should merely file the report in our files for future inspection by owners. Eric made a motion to accept the audit as recommended by Kathy. The audit will be made available for homeowners by inspection, with appropriate redactions.

June 13th Garage Sale Update (Jodie)

Now that the dumpsters are complete Jodie will start to communicate the concert and Garage Sale dates.

June 18th Foothills Concert planning (Tom)

Permits are complete / Thomas will give out jobs and communicate to the board what they need to do.

Now that the dumpsters are complete Jodie will start to communicate the concert and Garage Sale dates. The following are still being worked on

- Main permit is City by Parks and Rec
    - Additional code require
    - Porta Potty / Disabled needed
    - Inspection of food trucks
    - Noise permit
- Concert planning - Permit (to get the space in the park) (Complete)
- Alcohol permit (not pursuing this year) N/A
- Baker Security (Eric will contact) / Will be billed
- Ice Cream (Jodie will order closer to the time)
    - Brian will send an email to divy up ice cream needs
- Band (Reserved) Hat Trick - $1200 for onsite
- Food Truck (Reserved)
    - Big Papa's Grill
- Porta Potty cost $175
- Power from the school (extension cord from the school)
- Bill has the tent
- Sponsors
    - Between Friends
    - State Farm
    - ReMax

Motorbikes in Common Areas (Chas)

Complaints on city easement and in the common area. The homeowner needs to get pictures and information and make a complaint and send it to the police.

Election of Board Vice President (Chas)

Brian volunteered as Vice President. Eric made a motion for Brian to be the Vice President - Motion Passed

MISCELLANEOUS

Garage Sale Day (Jodie)

The Garage Sale will be Saturday June 13th

Annua1 CSFD Chipping Program (Jodie)

- July 6th / Sept 28th
- Sign up - https://www.coswildfireready.org/neighborhood-chipping-progra

Executive Session

A motion was made to go into executive session and for William Schmidt to remain to give legal advice. The board will discuss the following matters in executive session to protect the homeowner and homeowner's privacy - Motion passed

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10. Adjournment

The meeting was adjourned at. 9:57 pm

Future Meetings – 2026

- June 17
- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need alternate location or to change date)

Annual Meeting: Wednesday, October 14, 2026

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
June 17, 2026 | 7:00 PM
Fire Station #18 – Community Room

Call to Order
The meeting was called to order at 7:04 PM.

Determination of Quorum: Chas, Eric, Brian, Casey, Thomas, Kathy
(Brian has John's proxy)

A quorum of the Board of Directors was present.

Approval of Prior Meeting Minutes

- A motion was made to approve the May meeting minutes.

Motion passed.

Administrator Report

- **Timesheet**

Jodie reported a slight overage in hours this month due to additional time spent on the garage sale coordination, increased communications, and lien-related work. - A motion was made to approve - motion passed.

- **New homeowners**

Jodie will be making some minor corrections to the draft letters for new homeowners and have them available at tomorrow's concert in the park. A few homeowner names are still pending, with additional closings expected after this meeting.

- **Financials**
  - Two checks were issued for Jodie's monthly fee: $840 and a corrected $40 payment due to an earlier typo.
  - Baker & King submitted an invoice for $1,240; the updated rate will take effect next month.
  - Three separate checks of $400 each ($1,200 total) will be issued to Hat Trick.
  - Additional checks were issued to reimburse Jodie for El Paso County fees related to filing and updating the Licenses to Use.
  - April and May financials were reviewed**.** Eric made a motion to approve the financials. The motion was approved.
  - Kathy also reviewed homeowner account statuses. There are numerous homeowners who have overpaid and we need to reimburse these individuals. Three individuals were misbilled and then paid the misbilled amount. The board agreed we will accept the difference without rebilling them**.** Of the two current liens, it was agreed we would remove the optional fees from their invoices, but no changes will be made to the actual liens themselves. We will file two new liens this year, but may need to file additional liens after we have sent letters to homeowners about previous years' unpaid balances. Kathy and Jodie will work together to complete this in a timely manner. Eric made a motion to approve the above mentioned actions. The motion was approved.
  - First Bank is Merging with PNC - FirstBank is transitioning to PNC Bank. All locations

will remain the same. Jodie has completed the necessary online updates. Once the transition is finalized, Brian will be added to the account.

NEW BUSINESS

- **Registration status of new licenses to use and Covenant amendment with County Clerk**
  - This has been filed with El Paso County. Jodie has submitted the License to Use and covenant amendment to El Paso County. Chas has received copies via email. Originals are pending return from the County, after which final filing will be completed.
- **Updating Covenants on website (Chas)**
  - Kathy had a minor correction to the draft of the updated covenants. A motion was made and then passed for Chas to have the updated covenants posted to the website. Jodie will then send out a homeowner e-mail to announce the change.
- **Filing with DORA for 2026 (Kathy)**
  - Kathy and Jodie have been working with DORA to try to gain access to the account so we can renew our registration. Hopefully, we can complete the registration process soon.
- **Status of State tax filing (Kathy)**
  - The CVHA State taxes were filed before the 15 May 2026 deadline.
- **Status of lien filing (Jodie)**
  - Upon confirmation of lien details (pending Kathy's review), checks will be prepared for Joan. A board member will need to sign the checks so liens can be filed.
- **Records storage / digitization plan (Chas)**
  - Chas explained the need to develop a way ahead on developing an architecture to properly store our records on the cloud. Eric volunteered to head up the effort and will get with Kathy and Bill Schmidt to determine what records are mandatory and what additional records should be kept for historical or potential response to homeowner disputes. He will then work on an architecture to be used to store and access these, records. This is a long term effort that will ensure the HOA's documents are properly preserved.
- **Common Area Committee way forward (Chas / Carl Ross)**
  - Chas preambled the discussion by reminding the board that Frank Barber, who has long-served as head of the Common Area Committee, has stepped down due to ongoing health issues. He then introduced Carl Ross who has agreed to temporarily serve as the POC between the board and the Common Area Committee from now through the end of August. Carl asked the board to prioritize the Common Area work they expect the Committee to accomplish. Casey volunteered to work with Carl, and possibly Frank, to develop the priorities. All board members were tasked to approach fellow homeowners to see if we have anyone who would step up to join and or head up this committee as we forge the way ahead. Chas agreed to see if Al Watson, a former board member, might be interested in taking this on.

OLD BUSINESS

- **June 18th Foothills Concert planning (Tom)**
  - Checks for the band (three separate payments) will be provided by Chas/Kathy
  - Board members when purchasing supplies (cups, sprinkles, sauce, napkins, baby wipes, ice cream) - should keep receipts
  - Jodie will reimburse expenses via check at or before the next meeting. (IF board members need reimbursement prior to the next board meeting please let Jodie know)

- Jodie will be onsite at the concert at approximately 5:15 PM
- Permits are complete / Thomas will give out jobs and communicate to the board what they need to do
- Main permit is City by Parks and Rec
  - Additional code requirements
  - Porta Potty / Disabled needed
  - Inspection of food trucks
  - Noise permit Concert planning - Permit (to get the space in the park) (Complete)
  - Alcohol permit (not pursuing this year) N/A
- Baker Security (Eric will contact) / Will be billed
- Ice Cream (Jodie will order closer to the time)
  - Brian will send an email to divy up ice cream needs
- Band (Reserved) Hat Trick - $1200 for onsite
- Food Truck (Reserved)
  - Big Papa's Grill
- Porta Potty cost $175
- Power from the school (extension cord from the school)
- Bill has the tent
- Sponsors
  - Between Friends
  - State Farm
  - ReMax

Miscellaneous

Garage Sale Day (Jodie)

- Participation and attendance were limited, Jodie did drive round the neighborhood and did not see many homeowners out. Visibility of the signs around the neighborhood was impacted by weather (wind and dry conditions), making it hard to put the stakes in far enough causing signage issues. Many of them had blown down, even though Jodie went out twice to try to get them up again.
  - **Recommendation:** The HOA will continue to pick a date for the garage sale.. A motion was made and passed to add monies to the garage sale budget next year to obtain sturdier signs for placement around the neighborhood. Additionally, homeowners are welcome to place additional signage, but must remove it following the yard sale..
- **Annua1 CSFD Chipping Program (Jodie)**
  - July 6th / Sept 28th
  - Sign up - https://www.coswildfireready.org/neighborhood-chipping-program

Executive Session

A motion was made and passed to go into executive session. The board went into executive session at 8:20 PM.

The board will discuss the following matters in executive session to protect the homeowner privacy - Motion passed

A motion was made to come out of executive session at 9:00 PM– motion passed.

A motion was made to adjourn the meeting–motion passed.

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10. Adjournment

The meeting was adjourned at 9:01 PM.

Future Meetings – 2026

- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need alternate location or to change date)

Annual Meeting: Wednesday, October 14, 2026

CVHA Commons Committee Priority List 180626

Priority 1 - Must do
Safety - Fire and Crime
Obey laws
Communicate with CVHA Board
Empty trash cans

Priority 2 - Important to do
Encroachment
Communicate with CVHA members
Address complaints
Sidewalk snow removal
Mistletoe removal
Maintain split-rail fencing
Maintain signs
Mow grass - sidewalk borders

Priority 3 - Nice to do
Recruit new members
Mow grass - Area A
Invasive weed control
Maintain existing trails
Create new trails

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
July 15 2026 | 7:00 PM
Fire Station #18 – Community Room

Call to Order
The meeting was called to order at 7:04 PM.

Determination of Quorum:Present: Casey, Chas, Kathy, Thomas, and Eric. Brian provided his proxy to Eric.

A quorum of the Board of Directors was present.

Approval of Prior Meeting Minutes

- A motion was made to approve the June meeting minutes.
  Motion passed.

ADMINISTRATOR REPORTS

- **Timesheet**

Jodie reviewed timesheet - A motion was made to approve - motion passed

- **New homeowners**

Two homes are due to close this month - I will have letters at the next board meeting.

- **Financials**

Kathy reviewed the June financial statements and the budget tracker. She noted that the association remains on track overall, with some categories over budget and others under budget. A motion was made to approve the June financials, and the motion passed.

NEW BUSINESS

- **Filing with DORA for 2026 (Kathy)**

Kathy noted that DORA has been updated and reregistered and current.

- **Dumpster week(s) debrief (Jodie)**

Dumpsters were not abused, the first set were not as full as the second set due to weather and snow. We received feedback on the harsh tone of our emails and there was a recommendation to list all items that can be placed in the dumpsters. I know due to budget we will be reviewing Fall dumpsters but from an admin perspective I see no reason not to continue, however keeping the same harsh language as this seemed to prevent abuse.

- **Review of assigned areas of responsibility (Chas/Jodie)**

Chas reviewed the director assignments, there were some changes made and it was agreed upon. Eric made a motion to approve the adjusted changes to the director assignments. Motion passed

- **El Paso County document registration (Chas/Jodie)**

Jodie will complete the filing of the license to use and also register the changes to Article VI, Section 7.11 of the Covenants with the El Paso County Clerk.

- **Common Area**

Dead trees in Common Area B (Carl) / CVHA Commons Committee Priority List

Carl reviewed the high risk areas on the map in the common areas. Red areas are areas of concern.

Kathy made a motion to use $5000 for special project funds to use it for the work that is needed in Area B and fire mitigation - motion was approved.

Casey made the motion to adopt the common space the recommended priority list and post on the website. Motion was approved and passed. (below)

Priority 1 - Must do
Safety - Fire and Crime
Obey laws
Communicate with CVHA Board
Empty trash cans

Priority 2 - Important to do
Encroachment
Communicate with CVHA members
Address complaints
Sidewalk snow removal
Mistletoe removal
Maintain split-rail fencing
Maintain signs
Mow grass - sidewalk borders

Priority 3 - Nice to do
Recruit new members
Mow grass - Area A
Invasive weed control
Maintain existing trails
Create new trails

- **June 18th Foothills Concert debrief (Tom)**

Tom debriefed the board on the Concert.

- **Camping/vagrancy in Common Areas (Chas)**

A homeowner made a complaint about a campsite in the common area. Baker and King were called out to assess and did not find any signs of a campsite. It will be noted in the newsletter on the best way for the HOA to handle these situations.

- **SOCO scam (Casey)**

Casey noted that SOCO waste was out scamming local neighbors, Chas noted that he would put an article in the newsletter on best practices for homeowners.

- **STR violations way forward (Kathy)**

Kathy reviewed the STR homes in the neighborhood, Kathy reviewed short term rental compliance form and suggested that this needs to be put on the website, some adjustments to the form were needed. Eric made a motion to adopt the form and add it to the website - motion approved.

- **Fall newsletter articles (Chas)**

President Article - Chas
Casey Bio - Eric

Communication is Key - Jodie
Common Area - Carl
Fire Chipping / - Sept 28 - Jodie
Dumpster Article - Jodie
Budget - Kathy
Biography - Jodie
Ballot - Jodie
Foothills concert recap - Thomas
Status Fee - Jodie
Scamming article - Casey
Short term rental registration - Jodie
Living with Wildlife - Jodie
Baker and King - Eric
Landscaping - Jodie

MISCELLANEOUS

Annua1 CSFD Chipping Program (Jodie)

- July 6th / Sept 28th
- Sign up - https://www.coswildfireready.org/neighborhood-chipping-progra

EXECUTIVE SESSION

A motion was made to go into executive session The board will discuss the following matters in executive session to protect the homeowner and homeowner's privacy - Motion passed

Filing status of 2+ liens (Kathy/Jodie)

The board made a motion to leave the executive session.

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10. Adjournment
The meeting was adjourned at. 9:57 pm

Future Meetings – 2026

- July 15
- August 19
- September 16
- October 13 (Tuesday)
- October 14, 2026 (Wednesday) Annual Meeting
- November 18 (Need alternate location or to change date)

Annual Meeting: Wednesday, October 14, 2026

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY AUGUST 19, 2026

Fire Station #18 Community Room at 7:01 pm

CALL TO ORDER
DETERMINATION OF QUORUM: Chas, Kathy, Brian, Eric, Casey, Thomas–Brian has John's proxy

REVIEW/APPROVAL OF JULY MINUTES - The board reviewed the minutes, a motion was made to approve the minutes, the minutes were approved.

REPORTS:

- **Timesheet** - Jodie's timesheet was reviewed - a motion was made to approve the timesheet. Motion approved.

- **New Homeowners** - Chas gave the directors packets for their new homeowners to include the fire safe book.

- **Financials** - The July QB financial sheets and the Budget Tracker were reviewed. Kathy pointed out that the shaded areas on the budget tracker contained projections for expenses through the end of the year. Motion made to approve financials. Motion approved.

NEW BUSINESS

- **2027 Property Assessment Program proposal** (Kathy)--Kathy brought up our previously proposed Property Inspection program and indicated that she had included it in her efforts to create next year's budget. The Directors discussed in detail and determined that while they would leave money in this area to handle any required HOA funded remediation of properties with covenant violations, we would not fund inspections next year. We will continue the current philosophy of addressing violations as identified by neighbors and encourage neighbor- to-neighbor discussions.
- **Draft 2027 budget approval** (Kathy)--Kathy presented the draft budget. The Directors discussed it in detail and determined they would move the money originally allocated to property inspections to fund 3 fall dumpsters and to boost fire mitigation efforts. Kathy will make the required changes. A motion was made to approve the proposed budget with these changes. Motion approved.
- **Records storage / digitization plan** (Eric)--Eric has not had time to kick this effort off. It was agreed that he would bring a proposal with a way-ahead to the November meeting.
- **Area B fire mitigation proposal** (Casey/Carl)--Casey teed up Carl's discussion of the fire mitigation proposal. Carl explained the proposal and the addendums to the contract and used the map to explain the area involved as we will present it to the Front Range Arborists estimator. He had Bill Schmidt review it and Bill recommends we add another addendum containing a hold-harmless agreement with indemnity clause. After a discussion concerning the scope of future fire mitigation required the Directors added $2,000.00 to the proposed contract work. A motion was made to approve this proposal with the added legal addendum. The motion was approved.
- **Fall dumpster plan** (Jodie)--A motion was made and approved to fund 3 dumpsters. Chas wants to ensure these are scheduled after the fall chipping on 28 Sep. Jodie is recommending the

week of October 12 she will contact the company to confirm they are available first and confirm with the board next week.

- **Status of candidate submissions for elections** (Chas/Jodie)--Five homeowners have indicated they will run for the three vacancies. Jodie as received the bios for four of the candidates and will push to get the final bio for the newsletter and ballot. Chas will talk to John Ugarte to validate he will be returning to the board from his sabbatical.

OLD BUSINESS

- **Fall newsletter articles**–Chas indicated Bill Schmidt has drafted an additional article on the new Bear Luring law. Bill explained that the biggest changes are that "intent" is no longer required to trigger enforcement and that the fine structure does not include a warning. It also quickly escalates to $1000 for the second offense and $5,000 for any additional offenses.Additionally, Kathy has drafted an article on Covenant Compliance. After discussion, the Directors asked she add a paragraph concerning common area encroachment, stressing homeowners' need to determine their property lines before making landscaping improvements.
- **Newsletter way forward** (Chas/Jodie)--Jodie is putting the final touches on the newsletter and will let us know when it is ready for editing. We are pushing for it to get to the printer for assembly and mail out the first week of September. This will give the homeowners a month for voting prior to the Annual Meeting.

EXECUTIVE SESSION

A motion was made and approved for the board to go into executive session to protect the names and homeowners privacy. The board went into Executive Session at 8:49..

A motion was made and approved to come out of Executive Session.

ADJOURN

A motion was made and approved to adjourn the board meeting at 9:28.

Future Meetings 2026: Sept. 16, Oct. 20 (Tue), Nov. 18

- Annual Meeting Wednesday, Oct 21

COMSTOCK VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
WEDNESDAY SEPTEMBER 16, 2026

Fire Station #18 Community Room at 7:00 pm

CALL TO ORDER Chas, Kathy, Brian, Thomas, Eric
(Thomas has Casey's vote in his absence, Brian has John's Proxy)

DETERMINATION OF QUORUM - A Quorum was established at 7:10

REVIEW/APPROVAL OF AUGUST MINUTES - The minutes were reviewed - a motion was made to approve them and the August minutes were approved.

REPORTS

ADMINISTRATOR

- Timesheet - The board reviewed the timesheet - a motion was made to approve the hours and the timesheet was approved.

- New Homeowner(s) - Only two new homeowners this month and Jodie will provide letters at the next board meeting.

- Financials - Kathy reviewed the financials and summarized that there is little income at this time but the finances are looking good. Motion was made to approved - motion passed

NEW BUSINESS

- Annual meeting draft agenda - It was noted that the newsletter states that the Annual meeting will be held on October 14, however the Boardroom is not available. Therefore we will be moving the Annual Meeting to October 21.
- The board reviewed and approved the proposed agenda for the Annual meeting on October 21.
- Status of candidate submissions for elections (Chas/Jodie) - At this time no votes have been submitted. Jodie will count on a spreadsheet and the board will recount them after the board meeting with a volunteer homeowner for oversight.
- October / November Board Meeting dates and locations
    - Jodie gave some options for October and November and will report back to the board

OLD BUSINESS

- Fall newsletter (Chas/Jodie) - Newsletter is landing this week
- Area B fire mitigation proposal (Casey/Carl)
    - Carl has had a meeting with Area B and toured the area with recommendation for work. Carl is working with Front Range Arbortris, to ensure that all the work that we are requesting is going to be estimated correctly. We want to ensure that everything is explained so there is no confusion
- October dumpster plan (Jodie)
    - Dates have been confirmed for October, a 24 hour notice will go out that dumpsters will be dropped on October 13th

EXECUTIVE SESSION

A motion was made to to enter into executive session, the motion was approved

- License to Use binder update (Chas)

A motion was made to exit the executive session. The motion was approved,

The meeting adjourned at 9:01

ADJOURN

Future Meetings 2026:

- Board Meetings: Oct. 20 (Tue) Nov. 18 (Need Location)
- Annual Meeting: Wednesday, Oct 21