

# Breckenridge Homeowners Association

## Board Meeting Minutes (Amended)

TitleOne at 4:30

July 18, 2024

### Meeting was called to order at 4:30 pm by Angela Grant, President

- Members in attendance: Angela Grant, Larry Roberts, Susan Beseris, Loren Butler, Verlie Stanger, Cathy Reed, Steve Clezie, Jenn Renfro (Property Manager).

### Approval of Minutes

- Loren moved to approve the June 2024 corrected regular board meeting minutes; the motion was seconded by Verlie; and the motion passed unanimously.

### Treasurer's Report - Larry Roberts

- Loren made the motion to accept the May 2024 and June 2024 Financial Reports. Susan seconded the motion and the motion was approved unanimously.
- Finances are in great shape- still under budget.
- We are still awaiting Steele's Tree Service and Landscape's bill and the bill for the pool.
- The aging summary was from July 9th. It should be sent right before the meeting so it is more up to date.

### New, Unfinished or Postponed Business

- Nadia King sent Angela a text on Sunday about a tree limb. Nadia's landscape company took care of it after all.
- We need to hire a new bookkeeper before November at the latest. Harris CPAs could still do our taxes for a reasonable fee. Steve France, Cathy Reed, and Larry Roberts will interview potential candidates. Standards need to be set from the beginning.
- We received a letter concerning privacy issues for the renters at 712 Riverview Drive. Steve Clezie will now be the contact for the tenants. An individual showed up at their door with their information while canvassing for the election. The only people that have access to the contact information are the board of directors and the property manager. The information can only be accessed with a password and no board members provided contact information to the canvasser.
- **Annual Meeting** - August 22, 2024 at 6:00 at the pool.
  - The next board meeting will be scheduled before that date to finalize the details and form a master plan. The invitations should go out a month in advance. Angela will send a copy of last year's invitation to the property manager.
  - Ballots for board members - need to remove yes or no option this year. Should be looking for candidates in advance. The Village has the most people, it would be nice for them to have more representation. Talk to your neighbors to see if anyone is interested.
  - We will discuss the landscaping plan for the west entrance. The work won't be done until spring in all likelihood and the timeline is still in question. The plan for a special assessment should be on the agenda. Susan met with Roots yesterday and we need to propose the plan in a step by step process.
    1. Remove trees and prepare ground (possibly this winter).
    2. Installation of irrigation in the spring.
    3. Installation of landscaping.
  - Indicate on the invitation we will be discussing steps and plans for the west entrance. Using funds from savings to remove the trees is not a good idea. If the special assessment does not pass, we would be stuck with the bill. We will need 75% or 50 homeowners to agree to pass the special assessment..

- We will need chairs and Susan will call about them, should be about \$20. We need to set up in the corner of the pool area so the Board can be in the middle of the circle. Verlie will bring water, about three cases to the meeting. Angela and Cathy will work together on other beverages and snacks for the annual meeting. Larry will bring pens and pencils for the ballots.
- Dead trees: One on the path in the Manor and two poplars at the west entrance behind 754 Canyon Park need to be addressed. Bids will be obtained from Travis at Steele's Tree Service, Martin at 3M Trees, and Lee's Trees and Stumps. 3M does not have the equipment to take care of the poplars but can get a bid for the dead tree.
- A pine tree at 778 Canyon Park Avenue is growing into a maple tree in the common area. The pine tree will kill the common area tree if it is not taken out or possibly trimmed. Verlie and Susan will talk to the homeowner on the behalf of the landscape committee.
- There are spider mites all over the arborvitae. This should be a part of maintenance spraying. Larry will call the spray company about it. There were also spiders or some other pests in the lawn in the Manor area and made a spot in the grass. Angela took pictures and let Kevin from 2T Landscaping know.
- TDS required permission to install their lines in the Manor area since it is a "private road". Cathy sent a letter issuing approval.
- Angela has access to three potted arborvitae in the fall. We could put these along the pool.
- Ongoing improvements to be discussed further:
  1. Manor entrance area - Removal of damaged brick structures on either side of the gate and making the entrance to Manor secure, possibly with vinyl fencing. Replace or freshen Breckenridge Manor sign. Update beds with weed barrier, plants and rock.
  2. Sidewalk/concrete repair where it is lifted due to tree roots
  3. Update paver driveway through gate area.
  4. Discuss and make plans to remove the narrow strip of grass near the arborvitae on the West Side of the subdivision near Randy & Angela Grants' home.

### **Architectural Committee – Verlie Stanger**

- 770 Canyon Park requested permission to redo their roof. They started today. Shouldn't be a problem as they are going with the same color of shingles.
- Walkthrough of the Airbnb house - there is a dead tree and weeds.
- 859 Canyon Park Avenue - Linda talked to Gary Shook, Realtor, about taking care of the landscaping twice. Garbage cans are left out; a dead tree in the yard; and, strange grasses in their lawn that are starting to encroach upon neighboring yards. Letter based on review of issues to take care of and address in a certain amount of time or we will do it and bill you. Cathy has someone who can do the work. Cathy will send the information to Linda.

### **Landscape Committee - Susan Beseris**

- The third revision of the plan for the west side entrance will have the seat benches removed to give the area a more park-like feel. The sage is a giant purple sage, not Russian sage. The golden current will be replaced by Manhattan euonymus.
- Kyle could possibly come to the Annual Meeting and give a 15 minute spiel and answer questions. Susan will ask him.

### **Pool Committee - Cathy Reed**

- There were some compliments and comments on the white board.
- The toilet needs to be replaced. Cathy can have her plumber take a look.
- The bathroom needs some work. The shower and tile floor are badly stained. Aslett's cleaning? Maybe paint the bathroom?

**Website - Cathy Reed**

- Cathy took off the tree trimming notice and will post the annual meeting notice.

**Property Manager Update - Jenn Renfro**

- Answered billing questions from Travis at Steele's Tree Service.
- Called Bill's Fencing about the gate issues. He indicated he wasn't paid in total for his bill last fall. I sent Pam his bill and will follow up once paid.
- Two replacement lounge chairs were found at Lowe's. They are on clearance for \$110 each.

**Adjournment**

- Regular meeting was adjourned at 6:03 pm.

The next board meeting will be determined at a later time.

Respectfully submitted,



Jenn Renfro  
Property Manager