

University Park Homeowners Association, Inc.

Board of Directors Meeting Minutes

RowCal's Conference Room

July 11th, 2024

The meeting was held in person at RowCal's office and was called to order at 3:00 PM. Present were as follows:

Lloyd Nordhausen	President
John Smith	Vice President
Nancy Bunker	Secretary
Jim Forman	Treasurer
Janet Butts	Director at Large
Judy Walton	Director at Large
Derek Patterson	Property Manager
14 residents were present	

The Board of Directors and Derek Paterson, Property Manager, RowCal introduced themselves to the members present.

Owner's Forum / Hearings: There were no Hearings.

The resident of 2149 Park College brought a letter she received from the LC-Landscape Committee. The resident was confused as to what the problem was. The letter was read and discussed. This address is in Hidden Canyon. The HC Landscape Committee will contact the resident to assist.

The owners of 4853 Linfield Court provided and read a letter regarding a complaint from the owner of 2611 Rockhurst to sanction Mrs. Butts regarding a June 14th email about Officer Corrado and Neighborhood Watch. The Owners of 4853 Linfield further noted they believe this entire issue is not an HOA issue and that Mrs. Butts did not represent herself as a Board member during this issue, and there is nothing for the Board to consider. PLEASE SEE ATTACHMENT #1 at the end of these minutes.

The owners of 4757 Julliard Drive discussed the lack of a meeting and agenda notice for the Bylaw Committee, and the visitors to the meeting were only given 60 seconds to provide input at a recent meeting. The owner of 4757 also felt that community members would not be allowed to see or read the new bylaws, discuss the bylaws, or vote on them. ** Clarification from the Board at this time: when the new bylaws are finalized, the community members will be provided with a copy and will have the opportunity to vote – there is a process. Hopefully, the process will be in time for the annual meeting.

The owner of 5605 Villanova Court discussed the current finances and stated in his opinion, "they are a mess," issuing a letter to the Board a few days prior to this meeting. Mr. Forman (the Board Treasurer) is working with the owner of 5605 Villanova to help explain and address his concerns. PLEASE SEE ATTACHMENT #2 at the end of these minutes.

The owner of 2670 Rockhurst Blvd. inquired about the stressed Pine trees along Rockhurst Blvd. **Derek (RowCal) responded: a deep root watering was ordered for those trees. Owner/2670 also asked about mowing under Tract A, mowing not taken care of under Tract B, noted an improvement by curbs, weeds not trimmed along Rockhurst, and weeds in the median on Collegiate (note – all of these are located in the south end of UPHOA). Owner/2670 also asked who owns the native land west of the brick wall by Springs Canyon and who is responsible for the upkeep – **Derek will investigate. Owner/2670 then thanked the Board for the recent mulch-to-rock improvement project.

The owner of 2222 Collegiate asked questions regarding the UPHOA Reserve Study. **Treasurer Jim Forman replied that doing a study on the reserves is a major cost and is not included in the 2024 budget. The owner asked what is considered a reserve asset. **President Lloyd Nordhausen recited a short list.

Secretary's Report:

The June 13th Board meeting minutes were approved as submitted.

Financial Report:

Mr. Forman presented the finance report, reviewing the May 31st finances. He further discussed the Reserve status and interest earned this year and reviewed a Reserve Analysis handout.

It was noted that the Board is considering having the current reserve study vendor perform an on-site visit to confirm the list of reserve assets and their useful remaining life, even though a survey is not included in the 2024 operating budget.

The two CDs expiring on August 6th will be reinvested for six- and nine-month terms.

Mr. Forman presented an analysis that included information on reserves. PLEASE SEE ATTACHMENT #3 at the end of these minutes.

Mr. Nordhausen stated the Board would go into Executive Session at the end of the meeting to discuss past-due accounts and legal issues.

Manager's Report. Mr. Patterson presented The 2024-2025 Project List, which was reviewed.

Updated bids were reviewed to repair the drainage channel east of Hidden Canyon Park. A discussion followed, noting the history of this channel. It is located on City property, but the City will not take responsibility for it, as the developer installed it without permission from the City in 2004. A motion was made & seconded to approve the bid from BCL (\$9k). After discussion, the motion was defeated (2 yes, 4 no). It should be noted that the UPHOA Board has the authority to expense funds for items not on Common Areas or that are not an HOA asset.

The **2024 Water Usage** spreadsheet was reviewed.

Committee Reports:

Mrs. Bunker reported for the **ACC** – 23 requests were processed in June.

Mr. Graham provided updates for the **Bylaw Committee**.

The **Landscaping Committee** monthly activity list was reviewed.

Mr. Nordhausen provided updates for the **Nominating Committee**. A motion was made to authorize funds for light snacks and drinks at the Meet & Greet Candidate meeting at the end of August. The motion carried 5-1 in favor.

Mrs. Butts provided updates for the **Welcome Committee**.

The monthly crime report maps were reviewed.

Regarding **Hidden Canyon**, it was noted that there is an HOA Easement along Rockhurst for sixteen (16) lots, which is to be maintained by the HOA. There is no definition of “maintain,” but it was noted that some work could be done to thin/mitigate this area. However, some owners like the privacy the landscaping provides. Mr. Forman will have the HC Landscape Committee review the matter.

Old Business:

The Board reviewed a new Conflict of Interest Policy that all Board members would sign yearly. A motion was made to approve the form, which carried 6-0 in favor.

There was a discussion on using a CPA firm to issue (mail), collect all proxies, and count the votes, both from the mail-in ballots and the ballots cast at the Annual Meeting. After the meeting, the ballots and proxies would then be given to the Secretary/RowCal. Pricing is a time and materials rate. After discussion, a motion was made to approve the vendor, which carried 6-0 in favor.

Mrs. Bunker briefed the Board on a report last month from the owners of 4757 Julliard Drive that they were not informed of the ACC’s progress in a situation involving a complaint they made on their neighbor at 4751 Julliard Drive from last fall. The ACC noted numerous dates and phone calls/text records to the 4757 owners to clarify that the ACC did respond to the claims.

New Business:

Mr. Hendershot’s Board resignation was accepted. Volunteer forms have been sent to the community, and the deadline is July 16th for returning applications to Derek. This will be a Board member appointment to fill this vacated term, which expires in October 2025. The Board has set a tentative date of July 22 for interviews of the candidates. The objective is to have a voting meeting to select the new board member before the end of July 2024.

***It was noted that the Board would go into an Executive Session to discuss the four items on the agenda.

The Board meeting was reconvened.

A motion was made to approve a Delinquent Account Resolution, which turns the collection work over to the Association’s law firm. The motion carried 6-0 in favor.

The Right to Cure process, which was previously issued for landscaping violations, was completed. All associated fees for this compliance will be passed on to the owner’s account.

There being no further business, the meeting was adjourned at 6:25 PM.

Respectfully submitted

Nancy Bunker

Nancy Bunker
Secretary