

University Park Homeowners Association, Inc.

Board of Directors Meeting Minutes

3720 Sinton Road, Suite 200

April 13, 2023

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, WM Chair
John Smith	Vice President
Nancy Bunker	Secretary, ACC Chair
Jim Forman	(by phone) Treasurer
Janet Butts	Director at Large, WC Chair
Ray Hendershot	Director at Large
Judy Walton	Director at Large
Derek Patterson	Property Manager

* 4 residents were present

Owner's Forum / Hearings:

The owners of 4476 Seton Hall submitted a request to remove late fees/late interest and a legal fee resulting from not paying the 2023 dues in full. Discussion followed. A motion was made to remove all fees but the \$75.00 legal fee, which carried 5-2 in favor.

The owners of 2643 Rockhurst Blvd. inquired if the Association would support a request to the City to have fire lane signs on Rockhurst (the south end). Mr. Nordhausen discussed actions he has been investigating for street width, city code, etc., and will present his findings to the City and request new fire lane signs be installed.

The owners of 2670 Rockhurst Blvd. discussed questions regarding neighboring properties, City properties, and snow removal and landscaping issues within the HOA. The list will be reviewed, and a response will be issued.

A hearing was called for 4812 Hillsdale Court, considering a possible assessment fine not to exceed \$500.00 for failing to submit an ACC request before completing work. The owner responded in writing but was not present. Correspondence was reviewed, and discussion followed. A motion was made to impose a \$100.00 fine, which carried 6-1 in favor.

Secretary's Report:

The October Board meeting minutes were approved as written. The October Annual meeting minutes were reviewed with no changes, and the November 9th, November 22nd, and December 8th Board meeting minutes were approved as submitted.

ATWAM: an email vote was taken to approve a wildfire mitigation project for Hidden Canyon Park, which carried 7-0 in favor on January 12, 2023.

ATWAM: an email vote was taken to approve a turf-to-rock conversion project on Stanbridge Court, which carried 7-0 in favor on February 1, 2023.

ATWAM: an email vote was taken to approve the RowCal management contract, which carried 7-0 in favor on February 23, 2023.

Financial Report:

Mr. Forman and Mr. Patterson presented the finance report. The Balance Sheet, Income Statement, and Cash Disbursement reports were reviewed for December 31st year-end, January, February, and March. Total Assets are \$812,671.17, and Reserves are \$344,317.03. Some charts of account issues need to be corrected, which will amend the presented finances. A question-and-answer period followed.

The SmartProperty Reserve report was reviewed, noting 61% funded. Mr. Forman and Mr. Patterson are pursuing moving additional excess cash into the Reserves fund, which will help bolster the Reserves and work to reach a funding level of 70+ percent.

The AGED Receivables report was reviewed (13 homes past due).

Mr. Patterson presented the **Manager's Report**.

The 2023-2024 Project List was reviewed.

There was a discussion on the Collegiate Drive Landscaping Rejuvenation Project. The plans will move forward with a mix of new rock, native grasses, and irrigated turf, ideally with a 2-year replacement cycle.

The water usage spreadsheet was reviewed.

It was noted that the spring perimeter fence inspection found numerous broken posts and slats (25 different locations require repairs) from the recent high wind weather events.

Mr. Patterson noted the January final billing from Waste Management (Hidden Canyon) had been paid in full. No further action will be taken.

Committee Reports (ACC / Landscaping / Welcome / Wildfire Mitigation / Social):

Activity for the month was reviewed for the **ACC**.

Mrs. Bunker reviewed the proposed updates to the Rules as agreed to by the ACC for the Board's consideration (previously emailed to the Board). Discussion followed. A motion was made to approve all changes as submitted, which carried 6-1 in favor.

There is no report for the **Landscaping Committee**. If the warmer weather holds, the inspections may start in May versus June.

Activity for the month was reviewed for the **Welcoming Committee**.

Since January 2020, 104 new residents have been welcomed into the community.

As shown on the packet page, all current Committee members were appointed for this year.

The monthly crime report maps were reviewed.

Mr. Patterson reviewed information for the Common Areas within **The Bluffs**.

A bid was reviewed to correct erosion issues on the west Tract near Houck Park; submitted by ULS. Discussion followed. A motion was made to approve the bid as submitted, which carried 7-0 in favor.

The bid for weekly and native mowing of the Tracts within The Bluffs for 2023 was approved and incorporated into the existing budget.

Mr. Forman reviewed information from the **Hidden Canyon Landscaping Committee**.

A Committee meeting was held on April 12, 2023, representing the 51 owners regarding the proposed Resolution for landscaping on each lot. All owners were in support of adopting the document. The Resolution was also reviewed and approved by the ACC. Discussion followed. A motion was made to adopt and approve the Resolution, which carried 7-0 in favor.

Old / New Business:

Mr. Patterson discussed the successful wildfire mitigation work in Hidden Canyon Park in December.

The owners of 2145 Concordia Drive notified the Association in February that they would comply with the Association's request regarding their home/resident. No further action will be taken.

It was noted that the monthly Board meetings would be held at RowCal's office for the remainder of the year, and the Annual will be held at the church.

Mr. Patterson briefed the Board on the solar lights at the Rockhurst and Colgate roundabout; both lights are inoperative. It was suggested that a more commercial grade and higher wattage charger unit be sought. Discussion followed. A motion was made to approve up to \$850.00 to buy and install two new solar lights, which carried 6-1 in favor.

There was a discussion on what to do with the Association-owned items stored at Derek's office (two tents, metal signs, light fixtures/globes, etc.) that can't be stored at the new office. Mr. Patterson noted that a 5'x5' storage unit is roughly \$40/month and is close to the HOA at 6055 Hollow Tree Court, 623-7097. A motion was made to approve obtaining a storage room which carried 7-0 in favor.

There being no further business, the meeting was adjourned at 5:21 PM.



Derek Patterson
Property Manager