

MINUTES
BOARD OF DIRECTORS MEETING
Tuesday, February 13th, 2024, @ 8:30AM
Ellison MacIntire Offices at Lawson Hill

ROLL CALL & DETERMINATION OF QUORUM:

Laura Ellison (Pres.), Dean Bubolo (VP), Ginny Gordon (Secy.), and Stu McCreedy (Treas.) were all present representing a quorum. AHP team members; Karl Riebel, Anneliese Riebel, Vanessa Sandoval, and Amanda Wood were all in attendance. Jenny Birrittella (Owner) was also in attendance.

1.) Roll Call & Call Meeting to Order:

Meeting was called to order at 8:32AM by President, Laura Ellison.

2.) Executive Session:

A motion was made and unanimously approved to move into executive session to discuss legal matters

3.) Review and Approval of the Prior Meeting Minutes:

Ginny Gordon made a motion to approve the draft meeting minutes from the previous Board of Directors meeting held on January 9th, 2024. Dean Bubolo seconded the motion, and the motion carried unanimously.

4.) New Business:

A. East End Master Plan review w/ Alpine Planning – DRB Guidelines

- The County has requested comments from Lawson Hill on its proposed East End Master Plan including the Community Housing Zone District which could directly impact Lawson Hill. Chris Hawkins suggested that he could write a draft response to the County that will highlight the areas that may be of concern to Lawson so that the board can discuss and better determine its response by the County's March 25 deadline. The board directed Chris to draft such a response. DRB Guideline update – Chris Hawkins will be updating the DRB Guidelines for changes that he and DRB consider "urgent" so that some changes may be made before the guidelines are re-written in their entirety later in the year. These will be made available to the Board and DRB.

B. Top of the Hill Parking Lot – Paving, Plowing & Towing:

- A Parking and Towing Policy needs to be written and adopted, along with appropriate notice stickers and signage that meet current Colorado law. Note: With proper signage, towing in fire lanes may be done without notice.
- AHP has been maintaining a photo log of various parking infractions that have been ongoing this winter. Concerns include parking and snow removal areas,

overnight parking in road right-of-way, and continued parking in fire and emergency access lanes.

- Ginny Gordon agreed to communicate attorney David Firmin to begin a process of developing a parking policy and to determine appropriate stickers and signage that needs to be ordered.

C. Dues Payments & Delinquent Accounts Discussion:

AHP to request an updated list of delinquent accounts from ASAP and report back to the board.

D. Colorado State Forest Service (CSFS) Pheromone Treatment to Prevent Beetles:

There was a motion by Laura Ellison to approve the cost and MCH pheromone treatment by the CSFS. The motion was seconded by Ginny Gordon and the motion passed unanimously.

E. DRB Vacancy & Member Appointment:

Ginny Gordon made a motion to appoint Coors Wright to the Design Review Board. The motion was seconded by Dean Bubolo, and the motion carried unanimously.

F. 2024 Budget Adoption:

The draft budget was reviewed by the board. Ginny Gordon made a motion to adopt the 2024 annual budget as amended. The motion was seconded by Stu McCreedy and the motion was unanimously approved.

The budget as adopted will be presented to the owners at the annual owners meeting on March 13th, 2024.

G. Owners Budget Meeting (Date & Noticing):

The annual owners budget meeting will be held at 4:30 PM on Wednesday, March 13th before the annual meeting which will formally begin at 5:00 PM. The agenda will be prepared by the Board and AHP will provide notice of the meeting via mail and email once all packet items are approved and finalized.

H. Discussion and Process for Wildlife Complaints:

Mark Caddy, District Wildlife Manager was contacted recently regarding a wildlife complaint. AHP will contact him to inquire about ordering door hangers for owners and invite him to speak at the annual meeting.

I. Other – DRB Process & Fee Payment:

Without direction of the DRB, Chris Hawkins had required an application fee of \$1500 from Mt School which had applied for DRB approval for a playground upgrade this summer. The Mountain School, through its board member, Dean Bubolo, asked the board to re-consider this amount as it seemed excessive. Stu

McCreedy made a motion to charge a \$500.00 application fee to the school which seemed more appropriate for the review and approval being sought. Ginny Gordon seconded the motion. Dean Bubolo abstained from the vote. The motion passed.

5.) Old Business:

A. Historical documents preservation- Update

AHP to solicit additional bids to perform this work.

B. Preferred communications methods – name.DRB@lawsonhill.org

The DRB has been asked to adopt the use of DRB emails, as recommended by the Board of Directors. This item will be added to the DRB agenda and discussion for the next meeting on 2/20/24.

C. Special Meeting to Amend the Declarations – Update

The special meeting of the owners that was held on February 12th, 2024, was well attended and a quorum was either present or represented by proxy. A follow-up email will be sent to the ownership reminding them to vote by March 1st, 2024.

D. Account Access, Invoice Approvals, and Taxes

All banking access has been established for the new management team so that they may continue to facilitate information with ASAP and DWC for tax and accounting purposes. The Board of Directors would also like to see a monthly list of all checks written out of accounts.

E. Annual Meeting – Update

Ginny Gordon will be organizing and preparing the meeting agenda. Annual Meeting packets will be mailed and emailed on about February 23, 2024. AHP will follow up on library reservations, guest speakers from DOW and CSFS, and Cindy Bread order for sandwiches, and arrange for other drinks, desserts, etc.

F. BOD Vacant and/or Expiring Seats

Letters of interest continue to be received. As of February 15, all candidates who have expressed an interest in running will be placed on the official ballot which will be included in the packet being sent out for the annual meeting. Votes must be accomplished by written ballot and must be received by mail, email or in person up to the close of the annual meeting.

G. Website Update

The website may or may not be ready to launch by the annual meeting and Laura Ellison has requested that a launch to the owners not be conducted until it is fully built, reviewed by the board, and ready to fully launch.

H. Compiling and Updating Owner Information

AHP has enlisted the help of an additional team member to assist in this process and other processes moving forward. Welcome to Amanda Wood.

I. Outside Meetings & Reports

AHP has met with both Alpine Planning and American Family Insurance to ensure a smooth transition and has another meeting with Dalby Wendland scheduled at the end of February. Karl Riebel is set up to receive alerts for all meetings in the area.

J. Manager's Report

Questions about the summer lacrosse field schedule and Bluegrass contract/use were discussed. AHP will keep a schedule and coordinate use.

There was a motion by Ginny Gordon to authorize AHP to prepare and sign off on any RETA sales transfers. The motion was seconded by Laura Ellison and the motion passed unanimously.

There was a motion by Ginny Gordon to authorize AHP to prepare and sign off on all status requests for real estate closings for a fee of \$150. The motion was seconded by Stu McCreedy, and the motion carried unanimously.

K. Other

Stu McCreedy is planning Pam Hall's going away party and would like to schedule it for February 24th, 2024.

6.) Meeting Adjournment & Next Meeting:

The meeting was adjourned at 12:03 PM by unanimous consent.

The next meeting of the Lawson Hill Board of Directors will be held on Tuesday, March 12th, 2024, at 8:30am, at the Ellison McIntire conference room at Lawson Hill.