LAWSON HILL
Board of Directors

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BOARD OF DIRECTORS MEETING MINUTES
Tuesday, March 31st, 2026 @ 8:30AM
Ellison MacIntire Offices at Lawson Hill

ROLL CALL & DETERMINATION OF QUORUM:

Board Members Present: Alex Martin (President), Kathrine Warren (Vice President), Heather Chase (Secretary), Robin Jones (Treasurer), and Jennifer Birrittella (Alternate), constituting a quorum.

Board Members Not Present: Dean Bubolo

Staff: Amanda Wood (AHP) and Anneliese Riebel (AHP)

Others Present: Lance Waring

1.) **Roll Call & Call Meeting to Order:**

The meeting was called to order by President, Alex Martin, at 8:36 am.

2.) **Review & Approval of the Draft Minutes from the last BOD Meeting on March 10th, 2026:**

There was a motion by Heather Chase to approve March 10th, 2026. The motion was seconded by Kathrine Warren, and the motion was passed unanimously.

3.) **Election of Officers:**

There was a motion by Heather Chase to appoint the following:

Alex Martin, President,

Kathrine Warren Vice-President,

Heather Chase, Secretary,

Robin Jones, Treasurer, and will be added on the LHPOC Alpine Bank account as read only user,

The motion was seconded by Kathrine Warren and the motion carried unanimously.

4.) **Appointment of Alternate Member to Board**

There was a motion by Alex Martin to appoint Jennifer Birrittella as the Alternate Member of the Board. The motion was seconded by Kathrine Warren and the motion carried unanimously.

5.) **New Business:**

A. **Manager Update:**

AHP reported that street sweeping was completed with a follow-up visit rescheduled due to weather, and that road striping (speed bumps, crosswalks, fire lanes) is planned for the week of May 6–9, weather permitting, with a separate striping contractor. The board reviewed 2025 snow removal costs, noting that of the $60,000 budgeted, only $25,175 was spent, leaving about $34,824 unspent, and discussed applying a portion of this toward fire mitigation, where current work is about $10,000 over budget, and related drainage/erosion projects. The update also covered ongoing coordination with David Eckman on a drainage plan and with contractors to adjust snow storage locations and potentially expand the scope of mitigation and drainage work early in the season. The board also agreed to move regular board meetings to the second Thursday of the month at 8:30 a.m., with the next meeting confirmed for Thursday, May 14 at 8:30 a.m.

B. **Annual Meeting Review:**
Feedback on the recent annual meeting was very positive overall, particularly regarding the new venue. The Board noted that the location worked well, offering adequate parking and strong attendance comparable to prior years. Additionally, property owners appreciated receiving copies of DRB records for their properties now that many of those files have been digitized.

Key follow-up items discussed from topics raised at the annual meeting included continuing to monitor the sidewalk project currently under CDOT review and checking in with the County regarding its status; evaluating potential erosion control options and associated costs for the hillside; and acknowledging community feedback related to traffic calming, irrigation maintenance, and dog waste management. The Board agreed to explore practical, cost-effective measures in each of these areas.

Additionally, the Board directed AHP to obtain cost estimates for the installation and maintenance of dog waste stations throughout the community.

C. **Other:**
The board discussed scheduling the annual community picnic for Sunday, June 7 at the Lawson Hill Play Fields, keeping the traditional early-June timing. Because the school will not be using a tent on the ball fields this year, the HOA would need to cover the full tent cost rather than sharing it. The board agreed to obtain multiple catering quotes from local vendors (including prior providers) and to consider simpler or lower-cost options. A small picnic planning committee will coordinate food, tent/logistics, and an RSVP system to better estimate attendance.

6.) Old Business:

A. **Update on Insurance:**
AHP reported that the HOA's insurance policy has been renewed for the year and the premium decreased by approximately $2,000 compared to the prior year,

B. **Other:**
AHP reached SGM to inquire about the potential value of the HOA's water rights. SGM indicated that the water rights currently have little to no market value unless they are developed and perfected.

7.) Executive Session:

There was a motion by Kathrine Warren to enter executive session at 9:26 am. The motion was seconded by Heather Chase, and the motion was carried out unanimously. Executive session was concluded at 10:07 am.

8.) Next Meeting & Meeting Adjournment:

The next Board of Directors meeting will be held on Thursday, May 14th, 2026, at 8:30am at the Ellison MacIntire offices at Lawson Hill.