LAWSON HILL
Board of Directors

Lawson Hill Propertyowners' Company
P.O. Box 3927
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970-728-5893
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**BOARD OF DIRECTORS MEETING MINUTES**
Thursday, June 11, 2026 @ 8:30AM
Ellison MacIntire Offices at Lawson Hill

**ROLL CALL & DETERMINATION OF QUORUM**:

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

**Board Members Not Present:** Kathrine Warren (Vice President)

**Staff:** Amanda Wood (AHP)

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

The meeting was called to order by President, Alex Martin, at 8:35 am.

2.) **Review & Approval of the Draft Minutes from the last BOD Meeting on May 14, 2026:**

There was a motion by Heather Chase to approve the May 14, 2026, meeting minutes. The motion was seconded by Dean Bubolo, and the motion was passed unanimously.

3.) **New Business:**

A. **Manager Update:**

AHP provided an update on the dog waste stations previously approved by the Board. Two stations have been ordered and will be installed at the park by the post office and at the ballfields. The stations will provide waste bags only and will not include trash receptacles. Signage will indicate that the stations are intended for the use of assistance and service animals only, as Lawson Hill remains a no-pet community.

AHP also provided an update on the management transition, noting that weekly meetings with the incoming manager are ongoing and that training continues to progress as planned.

Additionally, AHP reported on the need for irrigation repairs and the continued effort to obtain the community's irrigation map. Once the map is received, it will be used to solicit bids for upgrades to the irrigation system.

Robin Jones and Heather Chase volunteered to work with Amanda to review and identify necessary updates to the Association's website.

B. **Annual Picnic Review:**

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The Board was pleased with the success of the annual community picnic, which had a great turnout and strong participation from residents**.**

**C. Discussion on Trash Building and Cameras:**

The Board discussed recent issues at the trash building, including improper disposal of large tree branches and the increased volume of waste generated over the holiday weekend. To help address these concerns, the Board directed AHP to improve signage at the trash building to clearly communicate what materials may and may not be disposed of in the dumpsters. The Board also requested that AHP obtain a proposal from Bruin Waste Services for trash collection services.

AHP presented a proposal to install security cameras inside and outside of the trash building to help deter and document illegal dumping. As part of the proposal, the exterior camera would be upgraded to a 4K solar-powered pan, tilt, and zoom camera to provide improved image quality and enhance the ability to identify individuals, vehicles, and license plates. The proposed costs are as follows:

- 4K Dual-Lens Solar Pan/Tilt Security Camera: $230
- Tapo MagCam 4K Solar Security Camera: $120
- Starlink Mini: $200
- Installation Labor: $300
- Total One-Time Cost: $850 (plus applicable taxes)
- Monthly Starlink Service (300 GB): $80 (plus applicable taxes)

The Board also directed AHP to request that legal counsel draft a camera policy for the Board to review and consider for adoption, addressing the use and management of the community's security camera system.

**After discussion, Heather Chase made a motion to approve the camera proposal. The motion was seconded by Alex Martin and passed unanimously.**

**D. Fire Mitigation Project Review:**

The Board reviewed the recently completed fire mitigation project and recognized its successful completion. AHP reported that it is currently working with the West Region Wildfire Council to complete the grant reimbursement process.

The Board also discussed meeting with representatives from the forestry service who mapped and oversaw the project to identify priority areas for future fire mitigation efforts within the community.

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**E. Other:**

The Board discussed improving pedestrian connectivity between Cindy Bread and Rio Vista. AHP was directed to obtain quotes for the construction of a sidewalk connecting the two areas. As a more cost-effective alternative, the Board also requested bids for improvements to the existing trail between Cindy Bread and Rio Vista to make it more accessible and appealing for community use. AHP will obtain proposals for both options and report its findings back to the Board for further consideration.

**4.) Old Business:**

**A. Update on Drainage Bid:**

The Board reviewed a proposal from Alpine Land Consulting in the amount of $10,440 to prepare a comprehensive drainage plan for LHPOC property adjacent to the new duplex construction. The proposal includes site observations, runoff analysis, drainage capacity calculations, preparation of a drainage exhibit, and a written report; it does not include construction or implementation of any drainage improvements.

The Board elected to defer action until additional proposals are received and requested that the Design Review Committee (DRC) provide its input and recommendations before a decision is made.

**5.) Executive Session:**

There was a motion by Alex Martin to enter executive session at 9:23 am. The motion was seconded by Robin Jones, and the motion was carried out unanimously. Executive session was concluded at 9:38 am.

**Next Meeting & Meeting Adjournment:**

The next Board of Directors meeting will be held on Thursday, July 9th, 2026, at 8:30am at the Ellison MacIntire offices at Lawson Hill.