

Shanahan Ridge Four Annual Meeting Minutes

12 April 2021, 7:00 p.m.

Attending:

Bob & Janet Evans (3755)	John Bevilacqua (3765)
Jere & Merilee Eggleston (3705)	Ed & Kathy Sacks (3695)
Don Middleton (3610)	Marcy Gerwing (3675)
Helen & Marty Petach (3803)	Kevin Ryan (3725)
Alan Lekan (3500)	Caroline Bushnell (3605)
John Gress (3520)	Richard Stone (3680)
Robert O'Rourke (3760)	Susan Richstone/Howie Schweber (3615)
Henry Mueller (3690)	Katherine Yaffe (3606)
Jerri Miller/Marty Hoerling (3600)	Andrew Ogden (3827)
Dan Friend (3817)	Melanie & Ted Russ (3865)
Kate Speckman (3670)	Alan Taddiken/Nancy Sanders (3655)
Paul Culnan (3555)	

All board members (Bob Evans, Don Middleton, and Helen Petach) were present, as was a quorum of the membership.

Bob Evans called the Zoom meeting to order at 7:05 p.m.

Bob welcomed everyone and thanked them for attending. He gave a short recap of work done in 2020 — split rail fence repairs (Helen Petach), fire mitigation and landscape maintenance (Merilee Eggleston), remodeling and other ARC issues (Jere Eggleston), bookkeeping and home sale paperwork (Don Middleton), and website maintenance (Marcy Gerwing).

Treasurer's Report

Don Middleton presented this.

2020: We started the fiscal year with \$39,984 in total cash assets. Revenue was approximately \$22,545 from dues, a \$500 NFPA grant for fire mitigation, and bank interest. Expenses were approximately \$28,476, creating a cash-flow deficit of approximately \$5,931. This deficit was covered by our reserve fund and carryover from prior years, when projects were delayed (such as fencing).

Our 2020 expenses break down as follows:

Fences: \$4,076
Trees: \$10,650
Landscape Maintenance: \$5,037
Snow Removal: \$3,780
Fire Mitigation: \$2,500
Business Expenses*: \$2,434

*These consist of tax accounting, legal, QuickBooks Online, insurance, IT services, licenses, and our post office box.

Henry Mueller asked for clarification on snow removal areas; Merilee Eggleston explained that the city requires the HOA to clear all walks either on or adjacent to our commonly owned property — the Greenbriar sidewalk, our feeder walks, our parking island walks, and the fire lane — each time it snows.

Alan Lekan asked if fencing work was complete. He had rails flagged but not replaced. Helen explained that every effort was made to catch all needed work, and apologized if something was missed. She said fence work is an ongoing project and he should let the HOA know of any unaddressed fence issues for next time. Don Middleton mentioned to Alan that the HOA has a few spare fence rails if he needs any; Alan said he'd take one.

Merilee Eggleston explained the large number for trees in 2020 — three large cottonwoods had to come down, and we lost a Ponderosa pine in the center parking island that needed removal. She explained that these are one-time expenses and because we have just one more very large cottonwood on the property, we should not see such high tree expense in future years.

Dick Stone said a rumor is afoot that the remaining Ponderosa pine in the center parking island is slated for removal. Merilee assured him it is not.

2021: We started the year with \$33,053 in total cash assets. With dues raised to \$430 per household, another \$500 NFPA grant for fire mitigation, and \$5 of bank interest, revenues will be \$25,445. Planned expenses are \$33,389, creating a cash-flow deficit of \$7,944. We raised dues this year because we knew this deficit was looming.

Our 2021 budget is as follows:

Fences: \$500
Trees: \$5,900
Landscape Maintenance: \$9,275
Snow Removal: \$5,000
Fire Mitigation: \$8,600
Business Expenses: \$4,114

Don mentioned that while no major fence work is anticipated this year, he has included \$500 for spot repairs, especially of the DIY variety. He is willing to pick up any fence rails we might need, but if we need fence posts, we'll need to hire someone.

Business expenses are greater this year in the budget, but we may not spend that much. The board is working to make budget projections less worst-case and more in line with actual expenses.

Reserve fund: Colorado law requires that we maintain a financial reserve and document our process and rationale behind that. The funds must be in a separate account, which we have. We could hire an outside assessment of our reserve fund needs, but that would cost \$2,000 - \$3,000. For the moment, we have declared a reserve fund amount of \$20,000, which Don would like to increase as it becomes possible.

Don explained that we need a reserve fund for unforeseen legal or other expenses and deferred maintenance.

We probably won't raise dues in 2022, and if, as anticipated, our expenses decrease, we will be able to increase our reserve funds. If at some point we don't need dues to be so high, we have the option to reduce them.

Marty Hoerling mentioned his approval of All-Pro's snow removal services, but raised a question about clearing the entrance to Silver Plume Lane. Merilee explained that only the city is allowed to plow the streets, so if that becomes an issue, we need to call the city. We do have a sand barrel at that intersection for use on an icy street. Merilee said she would note the issue for further consideration.

Don explained his bookkeeping methods — he's using QuickBooks Online, and it's working well. It's also connected to our bank and Apple Pay, and we can collect dues online now. In 2021, 48 of 58 households paid online. We're collecting dues earlier in the year now to better align with our fiscal year and expenses.

Architectural Review Committee Report

Jere Eggleston reminded everyone to submit anything that affects the exterior of their homes to the ARC for review. That includes paint, decks, garage doors, windows, swamp coolers, air conditioners, mini-splits, etc. Jere noted that there have been recent installations that were not submitted and have some problems associated with them. He will need to follow up to resolve those.

Jere emphasized that the ARC is there to help homeowners achieve the best results from their home maintenance and improvement efforts and strongly urged reaching out to the ARC via the SR4 website: shanahanridge4.org. The ARC works hard to turn submissions around as quickly as possible.

Dick Stone asked if the ARC can enforce maintenance on rentals that are needing it. Jere said that wasn't part of the ARC's scope, but that the city has some regulations

that might apply. Merilee Eggleston noted that in the past the board had a freindly reminder checklist that could be used to alert homeowners to needed maintenance.

Marty Hoerling asked about roofing that is fire safe. Jere said our asphalt-shingle roofs are all Class A, which is the highest fire rating, and that the city pretty much requires Class A roofing. Beyond that, the thing to be aware of is what you have on your roof that can trap embers or flammable materials, such as valleys and gutters that hold pine needles. The screening around solar panels can also trap embers. Screening should have a gap on the downhill side to let embers roll out. Also, fire screening should have no larger than eighth-inch openings.

Henry Mueller volunteered that his insurance company paid to bring his roof up to code, because it's in their best interest to do so. Jere added that a new roof using impact-resistant shingles can dramatically reduce homeowners insurance premiums. Henry also noted that roofers are eager to identify hail damage and submit costs to the insurance companies. Insurance companies will also recommend roofing contractors.

Landscaping and Fire Mitigation Report

Merilee Eggleston reported that our contractors for landscaping work are:

All-Pro Lawns for spring cleanup, mowing, Greenbriar median irrigation work, and snow removal

TLC Tree Care for tree and juniper work

Organo-Lawn for weed control in parking islands and street gutters

Environmental concerns: She noted that several people have expressed concern about the noise and pollution generated by commercial mowing operations. This is of concern to the HOA as well, and she has been reseraching alternatives.

To date, she has found only one contractor — Clean Air Lawn Care — that uses electric mowers. They are small and currently serve only residential customers, but we will be checking back with them. They do only mowing, no irrigation work or snow removal. Merilee asked any members who might have a lead on a reliable environmentally friendly lawn care service to contact her with that information.

She reported that this year Organo-Lawn will be applying a citrus-based herbicide called Avenger to our parking islands and street gutters to control weeds on May 11, May 28, June 16, and July 15. In past years Merilee has mixed and applied vinegar and salt for the same purpose, but too much salt is detrimental to both concrete and the downstream environment. The addition of Organo-Lawn's services to our suppliers is the reason for the increased landscaping costs this year.

Fire mitigation: This is the third and final year of our fire mitigation activities on HOA property.

In year one we limbed up some common area evergreens, removed some junipers on our west side, and raked out pine needles under common area Ponderosas.

In year two, TLC Tree Care completed the limbing up of common area Ponderosas and removed three small pinyon pines on our south side. We also strategically reduced the height of field grasses near potential ladder fuels in our common area open space.

This year, we will complete our efforts by removing most of the large junipers in our parking islands. TLC will do this the week of May 17. Residents of each cul-de-sac have been consulted and have agreed to the work. Merilee will alert residents to the exact day the work will be done, because cars will need to be removed from each parking island while crews are there.

Marty Hoerling sought clarification on which junipers would be removed. Merilee responded that only the largest — upright junipers and the big fitzers — would be removed. Lower-growing species like Buffalo junipers will stay in place.

The juniper removal work is the reason for this year's high fire mitigation costs, but once it is done, the costs will not recur. Following this year, we have only two annual recurrent fire mitigation tasks as an HOA, both at no cost — raking pine needles up and strategically weed-whacking field grasses when they begin to cure.

Replanting: Many residents are interested in what will be replanted in the parking islands following juniper removals. Merilee explained that once the junipers are out, neighbors will see what things look like and we will talk about possible replanting. She cautioned that junipers emit toxins into the soil around them, which may not be immediately hospitable to new plants, and that any new planting will require reliable volunteer watering to establish.

Henry Mueller asked about relandscaping the empty areas on the west end walk where junipers have been removed. Merilee explained that we've been working to rehabilitate the soil in those areas and hope to bring in new plantings this year. Caroline Bushnell and Dick Stone both requested appropriate grass seed to repopulate the field grasses behind their fences, and Merilee said she would supply it.

Neighborhood chipper service: In conjunction with TLC's juniper work the week of May 17, the HOA will be offering free chipping services to homeowners who want to remove fire hazardous materials from their own properties. E.g.:

- Evergreen shrubs growing in the 0-5 foot zone around homes
- Evergreen branches too close to other flammables

Merilee recommended people go to bouldercolorado.gov/fire-rescue/wildland-home for more information on home protection and to schedule an individual home risk assessment done by the Boulder Fire-Rescue Department.

Katherine Yaffee asked if the large juniper clump near her driveway could be removed as part of TLC's work, if the homeowners reimburse the HOA for the work. Merilee said she would be happy to get a price for it if the board deems such add-on work appropriate.

Comcast trenching: We sowed grass seed recommended by OSMP in the area on our north side disturbed by trenching and it is sprouting now, so the orange fencing along our fire lane can be taken down soon.

Spring cleanup: Scheduled for May 15, 9:00 a.m. Rain date: May 16, 9:00 a.m.

Other Business

Marty Hoerling asked if we have any sort of neighborhood phone tree system to alert people in case of a fire emergency. We do not. Bob asked Marty to look into how that might work. He noted that many people no longer have land lines. Don suggested email but noted that not everyone checks email regularly. Marty also asked if the neighborhood fire hydrants are checked regularly for function and access. Jere Eggleston and Alan Lekan assured him that the fire department does this.

New board members: Bob brought up the need for new board members, particularly a secretary. He asked for volunteers, but no one stepped forward.

Lighting: Bob noted that we have some issues with exterior lighting in the neighborhood and that he will send around the city's requirements concerning that.

Parking: He also noted that we are seeing an increasing number of rarely driven vehicles that appear to be stored in our parking islands. It's fine if these vehicles are there for short periods of time, but storing them in the parking islands is problematic because it reduces general parking availability. Bob asked members to review the parking guidelines on the website.

Summer party: Janet Evans offered to organize an outdoor neighborhood gathering later this summer if Covid conditions allow.

With no further business, Bob Evans adjourned the meeting at 8:35 p.m.

Respectfully submitted,

Merilee Eggleston
Acting Secretary