

Shanahan Ridge 4 HOA Annual Meeting Minutes

20 March 2023

In attendance:

Bob & Janet Evans (3755)
Jere & Merilee Eggleston (3705)
Don Middleton (3610)
Marty Hoerling (3600)
Melanie & Ted Russ (3865)
Dan Friend (3817)
Glenn Sanders (3775)
Dick & Kathy Stone (3680)
Robert Clarke (3635)

Jake Hohmann (3545)
Andrew Ogden (3827)
Ed & Kathy Sacks (3695)
Mark & Marcy Gerwing (3675)
Paul Culnan (3555)
Chris Hamlyn & Pat Adams (3580)
Marty & Helen Petach (3803)
Alex North (3690)

All board members were in attendance (Bob Evans, Don Middleton, Merilee Eggleston), as was a quorum of the membership.

Bob Evans called the Zoom meeting to order at 6:40 p.m.

Bob welcomed everyone and called on Don Middleton for the treasurer's report.

Treasurer's Report

Don Middleton provided this. (Note: The presentation slides are available [here](#).)

Don reported that as of right now, SR4's finances are solid. We have a reserve fund balance of slightly more than \$20,000, which is what the board has set as a target reserve balance, and all 2023 assessments are paid. They are due each year by February 21st. He noted that while there have been increases in assessments in the past couple of years, the 2023 assessment amount is the same as 2022's, thanks to the completion last year of large one-time fire mitigation and landscaping projects.

Don observed that while there are generally cost increases in our standard maintenance services due to inflation, those are more than offset by the absence of these big-ticket items in this year's budget.

Don reported that we spent approximately \$3.4K more last year than we took in from assessments, interest, and gifts, but that deficit was more than accommodated by the \$15.3K starting balance in the operational account. (For a breakdown of expenses, see presentation slides.)

In 2023, we started with the same reserve fund balance (slightly more than \$20K) and an operating account balance of \$11.9K. In 2023, our expenses are projected to match our income, a balanced budget at \$28.4K (See presentation slides.) Don cautioned that expense amounts could change from these projections in 2023, depending on what the new board decides to undertake.

Many costs in this year's budget are roughly the same as they were last year, however Don noted that this year the HOA needs to address some deferred maintenance items, such as concrete and fence repairs. If these cost more than the amount currently projected for them in the budget, there is some headroom in our cash flow based on the \$11.9K starting balance.

Regular landscape maintenance costs will be somewhat higher than in 2022, as we contract for work done that were previously done by volunteers. (Merilee Eggleston is leaving the board and the Landscaping Committee.)

The amount in Fire Mitigation reflects the costs of our annual fire mitigation work plus a bit more for a few remaining one-time mitigations.

Andrew Ogden asked for clarifications on our account balances. Don explained that our reserve fund has just over \$20K, and at present our operational account has the starting balance, plus assessments, minus a few expenses since the first of the year. In other words, that account has the highest balance right now that it will have all year.

Architectural Review Committee (ARC) Report

Jere Eggleston provided this. (Note: The presentation slides available [here](#).)

He started by reminding everyone that as the season for exterior work on houses begins, members need to submit for review any work that will affect the exterior of their homes, including repainting in the same color (to verify that the color is an approved one, as anomalies have crept in over the years).

He noted that the review process typically takes only a few days or a week, although the ARC technically has 30 days to respond to a submission.

Jere noted that if homeowners choose roof or paint colors from the pre-approved lists on the SR4 website, they need only notify the ARC of their choice.

He pointed out that neither landscaping (with the exception of hedges, which can function like fences) nor front doors are reviewed by the ARC.

Jere updated his report from last year's annual meeting on his negotiations with the City's Planning Department on the square footage limitations for our homes —

coverage (footprint) area vs. total floor square footage. The City has all the information they need to make a decision on this matter, but they are not responding to our requests that they do so.

No one had any questions for Jere.

Landscape Maintenance Report

Merilee Eggleston provided this. (Note: The presentation slides are available [here](#).)

Merilee began by letting everyone know she would be leaving the board and all HOA responsibilities this year, so she has worked to locate suppliers to cover not only the routine work they've been doing for years but also the work she has been doing on a volunteer basis.

She said All-Pro Lawns will continue to do our spring and fall cleanups, our mowing and our irrigation system maintenance, our late-season native grass trimming for fire mitigation, and our snow removal.

AFA Landscaping has been hired to provide weed control in our parking islands and streets with a combination of hand weeding and spraying of the same vinegar and salt solution she has used for some time. They will visit at approximately two-week intervals from May through September.

Merilee noted that for right now, all new post-juniper-removal parking island landscaping is complete. The only watering volunteers that came forward were in Silver Plume Court, so no other islands will receive new plantings, although we do still have the plans for the other islands created by Boulder Landscape and Design and they can be implemented should circumstances change.

There were no questions from anyone at the meeting.

Fire Mitigation Report

Merilee Eggleston provided this. (Note: The presentation slides are available [here](#).)

Merilee reported that most of the one-time fire mitigation tasks on HOA property are now complete — junipers and pinyons removed from grassy common areas, parking island junipers removed, remaining conifer trees in grassy common areas limbed up.

Merilee reported that there are still a few one-time fire mitigation tasks to execute — removal of some junipers along the walk from Silver Plume Circle to Greenbriar, removal of a large upright juniper on our west side, and mitigation work on our property

on the east side of Greenbriar, similar to the tree, shrub, and grass mitigation we've done elsewhere in our common areas.

Merilee noted that there are ongoing annual fire mitigation tasks, such as cleaning out dropped needles from beneath pine trees and picking up flammable debris at spring cleanup, clearing debris from parking islands, trimming our native grasses in a 10-foot swath along our split-rail fence line, and lowering grasses around potential ladder fuels or ember generators in areas beyond the 10-foot swath. This last item has been done in past years by volunteers (Jere Eggleston and Bob Evans); it remains to be seen how that will be handled this year.

Next, she noted that the HOA has addressed essentially all the fire mitigation it can within its scope — the common areas. Any further improvements in fire safety for our neighborhood will come from mitigation by individual homeowners.

She reminded everyone that the greatest concern of fire professionals is removing combustibles from the first five feet immediately adjacent to structures. Their next concern is fire-risky landscaping such as junipers, pinyons, mulch, and anything that might become a ladder fuel in proximity to native grasses. Wood piles, combustible debris under decks and overhangs, and combustible fences attached to homes also put us all at risk. She reminded everyone that there is much more information about wildland fire preparedness on the SR4 website.

There were no questions on this topic.

Emergency Evacuations Update

Merilee Eggleston provided this. (Note: The presentation slides are available [here](#).)

Merilee let people know that the city and county now have multiple means of emergency notification and updates:

- the Everbridge system will alert any phone registered to it of an emergency or evacuation in the Boulder area. You will receive notifications through Everbridge wherever you are, even out of state.
- the newer wireless emergency alert system (WEA) will alert all cell phones *with emergency alerts turned on* in a given geographic location via selected cell tower transmissions. You do not need to sign up for this, and both residents and visitors will receive notifications.
- www.zonehaven.com shows hyper-local real-time emergency information, with status conditions by neighborhood.

–the Boulder Office of Emergency Management (OEM) Emergency Status page also provides updates and status reports.

–the SR4 website, under Emergencies/Evacuation, contains links to all these resources.

To be prepared to evacuate in the case of an emergency, Merilee noted that everyone should have a Go bag of valuables and essentials ready to go at all times, since fire season is now 365 day of the year in our area. She reminded people to check insurance coverage, document belongings, have a personal/family evacuation and rendezvous plan, and to set up a text group of immediate neighbors to check in with in the case of an evacuation.

If actually evacuating, she reminded people to check in with neighbors, especially those who might need help, open shades/drapes but close windows and doors, run sprinklers but don't leave them on when you go, open any gates that connect fencing to your home, leave as early as possible to avoid traffic gridlock, and keep checking in with OEM and Zonehaven.

There were no questions on this topic.

Spring Cleanup

This year's spring cleanup is scheduled for April 29, with a rain date of May 13.

Proposed Revisions to SR4 Policies and Guidelines

A set of proposed revisions to the SR4 Policies and Guidelines was sent out to the membership for review two days before this meeting, but since only a few people had had a chance to look at them, this matter was tabled for a future open meeting of the board.

Open Forum/New Business

Chris Hamlyn thanked the outgoing board for their work, and several others echoed the sentiment.

Election of New Board

Bob Evans let people know that he, in addition to Merilee, will be leaving the board. He called for nominations or volunteers to fill out a new board.

Marty Hoerling stepped in to suggest that a predictable, rotating schedule of board member service be instituted, to include all homeowners. He suggested this would help everyone be more knowledgeable about neighborhood issues and what is needed to keep the HOA running, and to be more understanding of those who do serve. His idea was a 2-year staggered rotation, with some experienced board members always serving with newcomers. Others supported this idea, with some questions about how to implement it. There was general agreement that the new board would look into this idea.

Jake Hohmann, Brian Moore, Glenn Sanders, and Don Middleton volunteered to serve on the board.

An anonymous vote on these four was taken. All four were elected to serve by a majority of the members present.

With no further business, Bob Evans adjourned the meeting at 8:23 p.m.

Respectfully submitted,

Merilee Eggleston, Secretary (Outgoing)
Shanahan Ridge Four HOA