

**River Park Owners Association**  
**Annual Meeting Minutes**  
**January 11<sup>th</sup>, 2023 at 5:00 pm via Zoom**

1. **Call to Order:** The meeting was called to order by Jack Petruccelli at 5:12 pm
2. **Determination of Quorum:** There were 21 unit owners present and 2 unit owners were represented by proxy. With 23 units represented a quorum was determined. RaeAnne Hadley and Janet Samples of Source also attended.
3. **Proof of Notice:** The notice was sent by mail to all owners to the last known address.
4. **Approval of the December 12, 2019 Annual Meeting Minutes:** Jack waived reviewing the meeting minutes and motioned to approve as presented. Tom Heffernan seconded the motion and the minutes were approved by a unanimous vote.  
**\*\*Post-meeting correction to old business in the 2019 Annual Minutes:** There was discussion about creating a walking path for students to use to and from the school. Jack spoke with the lot owner where the path is being used about the HOA and/or school possibly buying the lot and was told they do not want to sell but do support the association creating a pathway somewhere for the children to use. **CORRECTION Jan 2023:** The owner of Lot 222 clarified this is private property and should not be used as a pathway to/from the school. They should use the road to access the school.
5. **Financial Reports:** RaeAnne Hadley reviewed the financial reports and answered questions.
6. **Presentation of 2023 Budget:** The 2023 operating budget was presented to owners. The 2023 assessment was increased by \$100 per unit. RaeAnne, Janet, Jack and Scott answered questions regarding the budget. The budget was tabled until after the Landscape Committee Report. Once the Landscape Committee Report and Owner Forum conversation were completed, discussion resumed on the budget. Kathy Heffernan motioned to approve. Michael McCorkle seconded and the budget was approved unanimously.
7. **Landscape Committee Report:** Kellie Day explained that the committee is addressing several issues.  
Trees: Abigail Seaver met with a tree specialist, John Elliot. John stated that the main concern is lack of regular irrigation, which is why the trees are dying. Also need to identify trees that should be removed and/or pruned and the need to replace trees with more diverse variety.  
Herbicide: The majority of members surveyed do not want herbicide sprayed in the HOA. Heather Bussey researched options and suggests an organic weed spray.  
Watering green spaces: Watering should not be heavy on the green space. The committee will research grants to pay to transition green spaces to native grasses that will conserve water. Suggestions will be sent to the Board for consideration and funding approval. Janet suggested the Landscape Committee update their project list to provide anticipated expenses, and to prioritize projects prior to sending them to the Board. Chantal Unfug volunteered to further research grants for replacing sod in green spaces. Katie Birch sent a link to the Colorado Water Conservation Board who offers a turf replacement program, [LINK](#). Kellie answered questions regarding the open space and asked members to consider the “style” of neighborhood they desire. Jack Petruccelli volunteered to be on the Landscape Committee.
8. **Old Business**  
Entrance Sign: Tom Heffernan suggested addressing the trees before considering a new entrance sign. The board agreed to table the issue for now.  
Pump House: Marcia Kinne explained that perennials in the open space are draught resistant but are being over watered. Jack explained that the drip system should be re-engineered/repared and the open space should have its

own zone. Jack discussed the pump house near the entrance sign, owned by Ben Jackson. Jack suggested the HOA spend funds to repair the pump and utilize ditch irrigation water to reduce the use of potable (expensive) water.

## 9. **New Business**

Solar Farm: Jack explained SMPA's desire to build a solar farm in Green Street Park. Drew McCracken asked if the HOA was going to speak on behalf of the HOA. Jack suggested the Board call a member meeting or do a survey to find out where everyone stands on the matter. Jack verified that Parkside HOA met and they are against the solar farm. Jack suggests the Board should be proactive and a committee should be formed to address this issue. Tom Heffernan discussed that SMPA has alternative locations.

Lawn Contractor and Sprinkler Contractor: Jack discussed the need to find vendors for lawn maintenance and sprinkler repairs, as Jack, Tom, Kathy, and Scott no longer have time to do the work. Tom and Kathy verified they are willing to maintain the ditch area and vacant lots. Drew McCracken asked about the drip system and Jack explained that it was shut off because it needs to be completely rehabilitated. Jack also stated that someone on the Board will need to handle the contracts.

New DRB Members: Jack is resigning from the DRB and asked for volunteers. Dianne Eschman volunteered to be on the DRB and has prior experience. The Board will consider all volunteers prior to making appointments to the DRB. Janet Samples discussed the process for getting on the committee.

Rules & Regulations: Jack explained that the new Board should be enforcing the HOA rules and regulations. Currently there are appliances on porches, commercial dumpsters in front yards and LED lights on back porches, which violate the rules. The Board agreed to enforce the rules and regulations.

10. **Nominations and Election of Board of Directors:** Jack Petruccelli and Tom Heffernan resigned from the Board, leaving three open seats. At the last meeting, the Board instructed Source to send a call for volunteers to serve on the Board – no volunteers were received. Three members serving current terms, Jesse Young, Scott Schroeder, and Michael McCorkle, volunteered to serve. With no other nominations, the election was uncontested, and Jesse Young, Scott Schroeder and Michael McCorkle remain appointed to the Board. Jack motioned to accept the current nominations and Tom Heffernan seconded. The motion passed unanimously.

## 11. **Owner Forum:**

Kellie Day asked about the vacant lot behind hers and Jack said it was purchased by an investor who does not plan to develop at this time. Dave Peterson thanked Board members for their service and mentioned the HOA is approaching the 20-year mark. Dave also stated that Chantal Unfug has experienced planning HOAs and is an excellent resource. Dave discussed new developments and the need for access roads as lots are built out. Janet asked Dave to submit an outline for a new committee. Drew agreed a volunteer committee will be beneficial. Dianne Eschman discussed that communication from the Board to members should improve and that committees will help members feel included and will reduce pressure on the Board. Chantal Unfug introduced herself and thanked Jack for being on the Board. She requested that standard operating procedures be followed to navigate problem solving. Kathy Heffernan stated she no longer wants the responsibility for the dog stations and asked for a volunteer. Source will send an email asking for volunteers. Jesse Young thanked Jack and Tom for being on the Board. Dave asked who owns the sidewalks and the potential insurance liability. Jack explained the town owns them, but the property owner or the HOA is responsible for maintenance. Janet asked who would be responsible if there was an accident. Jack explained the homeowner is responsible for keeping the sidewalk clear of snow and debris but recommends the question be addressed by an attorney.

12. **Adjournment:** The Board of Directors did not go into executive session. With no further business to discuss, Janet Samples adjourned the meeting at 6:49 pm.