

# HP3A Board of Directors Meeting Minutes

**Date:** Thursday December 18, 2025 **Time:** 6:00PM

## I. **Board of Directors (BOD) Members Present:**

- a. Christine Mohr
- b. Tony Hicks
- c. Ray Carrillo

## II. **Discussion Topics:**

### a. **Treasurer's Discussion**

The Treasurer discussed issues he encountered and resolved in updating to a new version of Quickbooks.

The Treasurer requested guidance on timing of sending HOA Annual Dues and Trash service bills out.

1. The President encouraged sending the dues/bills out now with payment due within 30 days of receipt of the bill. She clarified if an invoice would be sent, which Tony said yes.
2. The President also requested sending out a form for homeowners to send out so they can update their contact information as this was a CCIOA requirement. This may be required to be done every 6 months or so.
3. The Treasurer noted that the last contact list was updated in 2021. The President suggested using the current Meter Reading contact list as it was assumed to be the most current UpToDate list.
4. The Treasurer clarified that the invoices would be sent out via QuickBooks and he would send a separate email for homeowners to update their contact information.
5. The Treasurer noted he is still waiting for a Status Letter check for a lot.
6. Ray asked if we were okay with the trash or if fees needed to be raised for trash.
7. Tony noted that trash fees have not increased.

are compliant with law. The President provided a reminder that in 2024 we paid a monthly fee for attorney services.

8. Only regular outgoing bill is the trash services and then intermittent expenses (e.g. periodic report of HOA as a business, weed mitigation).

# HP3A Board of Directors Meeting Minutes

## Briargate Discussion

A homeowner sent information about Briargate construction starting around 2027. We briefly discussed the Briargate-Stapleton project, utility easements, and the amount of road lights or roundabouts that may go in related to this project. The Treasurer noted the HOA will have to pay for mowing Briargate through 2026. Tony also noted construction going on behind his home.

### **b. Proposed Covenant Changes:**

The President noted that during the last meeting we agreed to review the covenants, update the covenants, and then bring the suggested edits to the homeowners for consideration at the January 2026 meeting. Thereafter we consult with an attorney to ensure the covenants

The President noted that based upon her research of updated laws there were proposed changes she drafted [document with track changes was reviewed]. She noted while there were not a lot of word changes, we can review and then email out the current draft.

Discussed ADUs and accessory buildings and ACC approval process, as well as getting permits (e.g. septic, driveway, and site plan criteria). Discussed ensuring water usage related to that as well. Noted some lots are over water usage.

The President noted we cannot deny an ADU/accessory building, *in case* they go over water, but we can advise them of potential risk of water access being cut off by the State if that homeowner doesn't comply with the water decree.

It was also mentioned that County building codes must be followed as some County's still needed to update their regulations to the new laws.

Discussed motorcycle violations and covenant enforcement.

Discussed pros/cons about changing RV-related covenants. We discussed allowance of certain vehicles (e.g. medical necessity, ADA compliance).

Discussed potential for pergolas, greenhouses, coverage of a jacuzzi. Tony noted Doug clarified greenhouse would be allowed to attach to an accessory building, but not to a house.

# HP3A Board of Directors Meeting Minutes

Discussed covenants language to clarify what/what not required to be requested from ACC for landscaping.

Discussed potential barrier or fencing considerations for noise mitigation on both sides of Briargate, standardized look, would that be something to consider and if some homeowners don't want to pay for that would dues be increased to have the HOA build one; topic can be brought to homeowners for potential consideration of increased dues and consistent fencing down Briargate [would need 67% vote for both of these].

## **Website migration:**

Ray agreed to address the Website migration.

1. Ray recommended updating the website monthly with announcements.
2. Tony suggested potential payment options on website.

## **Mailbox:**

Ray noted someone hit the middle mailbox.

Christine suggested the Post Office should be involved in repairing that. Ray noted it was not critical.

Christine noted prior lack of community support for structure over the mailboxes. Noted potential consideration for a curb or other options to prevent people from hitting mailboxes.

## **III. Discussion on potential new BOD/ACC members:**

- a. Tony requested to vote in the following people:
  - i. Dennis Maier for ACC membership
  - ii. Devin Himmelheber for BOD position
  - iii. John Christiansen for BOD position
- b. Ray asked if Beckie Ure was still interested and she was not.
- c. Christine clarified her understanding of the covenants is if there's not minimum of 3 positions filled, then we can do a temporary voting in, but since there's already 3 positions filled it doesn't make sense to vote in other potential BOD members outside of a regular [community] HOA meeting.
  - i. Ray noted he is looking to leave the BOD this coming year.
  - ii. Tony noted the ideal figure is 5 BOD members and felt it was desperately needed. Tony said he is interested in continuing with the financial components. Tony also noted that covenant enforcement should be a shared responsibility.

# HP3A Board of Directors Meeting Minutes

- d. Ray made a motion to accept the 3 people. Tony seconded the motion. The new Board members were moved forward towards the next Community Wide membership meeting.
    - i. Tony then discussed the ACC is complaining that they need one more person.
    - ii. Christine noted that if Ray was not going to continue as a BOD we also can't have an even number of BOD members.
      - 1. Tony noted he could find another person to join.
      - 2. Christine asked why we would vote people in now preemptively without talking with other people and having an uneven number.
      - 3. Tony said Ray is not leaving yet.
  - e. Christine asked when Tony feels he will have the end of year financial documents prepared to be presented at the next meeting. Tony noted he will have data updated after the holidays.
  - f. Set tentative goal of having the annual meeting possibly at the end of January 2026.
  - g. Tony requested reimbursement for the accounting conversion and showed a receipt; Christine signed check.
    - i. Tony said he had spend a lot of time updating the entire year of financials.
    - ii. Tony noted he planned to send the bills out in the next few days and would let Christine know when the book is totally up to date.
      - 1. He noted he is also waiting for a check that got sent back in the mail.
      - 2. Tony noted he is waiting on another homeowner closing tomorrow and anticipates that check next week and then he will send out the invoices.
  - h. Prior minutes were reviewed and Ray requested one addition.
- IV. Adjournment: 8:15PM**

Approved 4/16/26

A handwritten signature in black ink, appearing to read "Anthony R. King", is written over a horizontal line. The signature is somewhat stylized and includes a large loop.