

**COLLIERS HILL HOMEOWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS RECORD OF PROCEEDINGS  
AUGUST 1, 2023**

**CALL TO ORDER**

The Board of Directors for the Colliers Hill Homeowners Association, Inc. met on April 18, 2023 at 5:36 p.m. via Zoom Meeting. Present were: Directors Bryant, Sabatino and Jenkins. Also in attendance were eight members of the public, Beatrice Camacho with Brightview Landscaping, Rich Johnston with Tobey & Johnston, and Alisia Kear and Mark Eames, PCAM with PCMS. Director Jenkins called the meeting to order and noted that Mr. Eames would be overseeing the remainder of the meeting.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST**

Mr. Eames confirmed that all general disclosure statements have been filed on behalf of the members of the Board of Directors.

**OFFICER REPORTS**

**RECORD OF PROCEEDINGS:**

The first item of business was to review the April 18, 2023 record of proceedings. Upon final review, motion was made, seconded and with no public comment passed to approve the record of proceedings of April 18, 2023 as presented.

**FINANCIAL REVIEW**

The unaudited financial reports through June 30, 2023 were presented and reviewed by the Board. Upon final review and discussion, motion was made and seconded and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through June 30, 2023.

**CONSENT AGENDA:**

A motion was made, seconded and with no public comment unanimously passed to approve the proposed amendment by legal counsel meant to adhere to the Town of Erie 2022 approved tree list and tree spacing requirements and recommendations as presented in the Boards informational packet.

**LEGAL UPDATES**

The Board went on to review the Water-Wise Resolution prepared by legal counsel, to bring the Association into compliance with a recently passed State Legislative change. After final review, a motion was made and seconded and with no public comment, unanimously passed to approve the resolution as presented and allow the Architectural Committee the leniency to review the required sample xeric plans, to be approved in combination with the resolution and added both to the Associations website.

The Board reviewed the status of all legal actions that are currently in place and/or pending action with various homes in the community.

Rich Johnston, general legal counsel for the Association, provided a brief update on the status of the on-going clubhouse litigation brought against District No.1. Mr. Johnston went on to address inquiries from the floor and Board of Directors.

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**OUTSIDE PROFESSIONAL REPORTS**  
**LANDSCAPE REPORT**

Beatriz Camacho with BrightView Landscape was in attendance and reviewed provided the Board an update on his firm's various work over the past month. Ms. Camacho also addressed pending work orders, dead tree removals and new tree replacements and various comments, questions, and concerns that have come up at the last Board meeting.

**YMCA OPERATIONS REPORT**

It was noted for the record that a representative from the YMCA was not in attendance to provide their respective reports to the Board of Directors.

**MANAGEMENT REPORT**

Mr. Eames reviewed the correspondence sent out and received for the month. He went on to update the Board on the status of all legal activity involving the Association and status of the clubhouse repairs.

**UNFINISHED BUSINESS**

New Clubhouse Facility. Director Jenkins provided an update the construction activities/schedule for the second clubhouse/pool facility. Director Jenkins noted that the pool will probably not be open for the 2023 season, but the clubhouse facility portion of the project, could be open this coming Fall or early Winter.

**NEW BUSINESS**

2024 Preliminary Budget: Mr. Eames noted that his team will commencing work on the preliminary 2024 budget the later part of August and stated that if any of the Board members had any thoughts or ideas to add to the review for next year's budget to please send his office a memo.

Metro District 1 Election: The Board reviewed the letter in their informational packet from Tate Crosby with White, Bear, Ankle, Tanaka, and Waldron regarding the recent Board elections for Metro District 1.

**HOMEOWNER PUBLIC FORUM**

The floor was open to those homeowners in attendance that desired to address the Board and/or one of the Association's outside professionals related to matters concerning the Association.

**ADJOURNMENT:**

The meeting was adjourned at 6:49 p.m. The next tentative regularly scheduled meeting of the Board was set for November 2, 2023 at 5:30 p.m. via Zoom.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 2<sup>nd</sup> day of November 2023.

COLLIERS HILL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS

By Mark Eames  
Secretary/Authorized Agent