

MINUTES

ASPEN VILLAGE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

July 8, 2025
6:00 pm

Aspen Village Clubhouse
31 Aspen Village Rd

Join Zoom Meeting

<https://zoom.us/j/97687354847?pwd=cQmm0vkupbyCHcIsV4JChllO5gTBO0.1>

Meeting ID: 976 8735 4847

Passcode: 887168

Dial by your location: +1 719 359 4580 US

Board Members:

Kate Spencer | James Anderson | Michael Masciocchi | Dan Fellin | Tyler Schube

| | | |
|----------------------------------|--------------------|-----------------------------|
| Directors Present: | Kate Spencer | President |
| | James Anderson | Vice President (via 7:00pm) |
| | Michael Masciocchi | Treasurer |
| | Dan Fellin | Secretary |
| | Tyler Schube | Director |
| Directors Absent: | None | |
| Property Manager Present: | Megan Rodman | Property Manager |
| Owners Present: | Ellen Anderson | Lot 45 |
| | Karal Henrichson | Lot 72 |

1. CALL TO ORDER

The Board of Directors meeting was called to order by Director Dan Fellin at 6:37 PM MST.

2. APPROVAL OF APRIL 29, 2025 BOARD MEETING MINUTES

The Board reviewed and considered for approval the April 29, 2025 draft meeting minutes.

Change Aspen Divide to Watson Divide.

Director Kate Spencer moved Director Michael Masciocchi seconded to approve the April 29, 2025 meeting minutes. No homeowner comments. Motion passed.

3. HOMEOWNER COMMENTS

The Board will open up discussion for items not on the Agenda, brought forth by present homeowners. Homeowners will have a three (3) minute maximum per item.

- Ellen Anderson (Lot 45): Ellen requested that “Homeowner Comments” be added as a standing item on the ACC agenda. She shared that, ten years ago, she raised concerns regarding the proposed fence on Lot 44, which was required to be built outside of utility lines. She noted that her neighbors did not obtain utility locates prior to approval, resulting in utilities being in the way and requiring the fence to be offset rather than placed on the property line. Ellen clarified that she did not trespass on her neighbor’s property to take photographs of the utility lines, but rather took them from her own lot.
 - Ellen also reported seeing a bobcat at her front door and wanted to alert the Board.
 - Additionally, she shared that Pitkin County recently provided \$3 million in funding to a mobile home park located outside of Pitkin County.
- Karla Henrichson (Lo 72): Asked whether she needed approval to plant a new spruce tree in the back of her lot, as one had previously been removed. The Board confirmed that no approval is required.

4. BOARD COMMENTS

The Board will open up discussion for items not on the Agenda.

- Director Dan Fellin observed that there was a strong need for additional trash cans throughout the community. He recommended that the Metro District allocate funds in the budget each year for this purpose, noting that approximately 50 more trash cans are needed.
- Director Michael Masciocchi raised the question of how to encourage better attendance at the second Town Hall meeting. Suggestions included providing pizza and drinks for up to 30 attendees and distributing flyers to promote the event.

5. HOA FINANCIAL REPORTS

The Board of Directors reviewed and considered for approval the April, May, and June 2025 Financial Reports.

Director Michael Masciocchi commented that the financials looked good and raised a few questions:

- Confirm that Edward Jones funds are continuing to be rolled over every month.
- Annual Trash Day came in under budget.

- AR Summary – Lot 35 and Lot 107: ensure payments are matched to open invoices; update Lot 113 ownership information.
- Do members need to be in good standing in order to vote? Management was asked to review the Declaration and report back to the Board.

Director Michael Masciocchi moved and Director Dan Fellin seconded to approve of the financial reports for April, May and June 2025 as presented. No homeowner comments. Motion Passed.

6. SUMMER BBQ

The Board of Directors determined the date for the Summer BBQ. The event was planned as a potluck, with the Association providing grilled items. The BBQ was scheduled for Saturday, August 9, from 11:00 a.m. to 2:00 p.m.

Management will reach out to Matt Zubrod to request donations for the event and prepared signage to promote the BBQ.

7. RESPONSIBLE GOVERNANCE POLICIES

The Board of Directors reviewed for adoption the following Responsible Governance Policies:

1. Conduct of Meetings Policy;
2. Collection Policy;
3. Policy Regarding the Adoption and Amendment of Policies and Rules;
4. Records Inspection Policy;
5. Enforcement Policy;
6. Dispute Resolution Policy; and
7. Conflicts of Interest Policy

Legal counsel advised holding off on approving the policies at this meeting due to recent changes in the law affecting the Collections Policy.

An updated Collections Policy as well as the other six policies will be considered for approval at the September 9, 2025 board meeting. No action was taken at this time.

8. ANNUAL TRASH DAY RECAP

The Board of Directors reviewed this year's Annual Trash Day and welcomed owner feedback on the event.

Overall, owners expressed appreciation for bringing back the Annual Trash Day, and the Board agreed this is an event they plan to host again in 2026. The event came in under budget and resulted in significant clean-up of many lots, which was noted as a positive outcome.

9. FIRE PREVENTION MEASURES

The Board of Directors discussed fire prevention measures, homeowner education tools, and the Chipper Day program.

There was discussion about hosting Chipper Day again this year; however, the new format has not worked as well for owners. Unlike last year, when the entire community participated on a designated day, this year's program required scheduling by individual lot, which proved less effective.

Management was directed to send a reminder email to all owners regarding fire safety measures, using information provided on the Aspen Fire website.

10. ACC REVIEW

The Board of Directors received a recap of the ACC application approval process, along with recommendations on how to avoid issuing conditional approvals.

The ACC confirmed the process regarding 30-day notification requirements.

ACC Meeting Recap:

- Lot 13 was approved to re-roof their carport.
- Ellen Anderson inquired whether owners may post signs on their lot to notify neighbors when construction is scheduled to occur.

11. RATIFY ROFR

The Board of Directors considered the right of first refusal for Lots 30 and 140.

Director Dan Fellin moved, and Director Kate Spencer seconded, to ratify the waiver of the right of first refusal for both lots 30 and 140. No homeowner comments. Motion Passed.

12. 9 LOTS

The Board of Directors was scheduled to receive an update from Tyler Schube on the nine undeveloped lots in Aspen Village. No update was provided.

13. WASTE TREATMENT PLANT

The USDA indicated that \$7 million could be spent; however, the two bids received came in at approximately \$13 million. Reference was made to the Metro District meeting minutes, which Dan Fellin will provide.

14. EXECUTIVE SESSION

Director Dan Fellin moved and Director Tyler seconded to move into Executive Session at 7:24pm. No homeowner comments. Motion Passed.

Director Kate Spencer moved and Director Dan Fellin seconded to end Executive Session at 8:00pm. No homeowner comments. Motion Passed.

15. ADJOURNMENT

Director Kate Spencer moved and Director Dan Fellin seconded to adjourn the Board meeting at 8:02pm. Motion Passed.

The next Aspen Village Board Meeting will be on September 9, 2025 in person at the Aspen Village Clubhouse.

Annual Meeting of the Members

- December 9th, 2025 – in-person meeting @ Aspen Village Clubhouse