



Meeting Minutes: HSTA (June 25, 2025)

Date: June 25, 2025

Meeting Start Time: 6:49pm

Location: Clubhouse

Facilitator: Pam Peters, Town Manager, Chuck Vertrees, Operations Manager

Town Council members present: Garry Stanislaw, Douglas Patchin, Paul Powell, Kahle Becker.
Chris Zoephel absent

A motion was made by Kahle Becker to approve the meeting minutes from 5/27/2025, seconded by Paul Powell, motion was approved 4-0

Votes by email:

1. A vote was made on May 28, 2025 to give Chuck and Pam a \$5,000 spending limit (not \$10,000 combined) equal to what Lisa Ahrens had previously. Approved 5-0
2. A vote was made on June 6, 2025 to approve a bid from Custom Electric for \$18,250 to upgrade and separate the electrical services for the Community Barn and Working Barn from DCHS/Farmstead. Additional work for trenching, sprinkler repair & other misc. items which should be <\$5000. Approved 5-0
3. A vote was made on June 6, 2025 to approve the bid from PoolDr for \$9,612.50 to replace the South Meadow pool 2 pumps (one is inoperable) with one larger pump as well as plumbing repairs and upgrades to the system. Approved 5-0
4. A vote on June 11, 2025 to approve the appointment of Doug Patchin to the Governing Documents Committee. Approved 5-0

**Management and Staffing Updates:**

- Significant organizational change with Pam's appointment as new town manager
- Transition from Lisa's leadership to a co-management structure
- Chuck serving as Operations Manager
- Pam & Chuck are receiving additional training and support from Lisa
- Seamless leadership transition to maintain community continuity

Website and Communication:

- Ongoing efforts to regain Facebook page access
- Website updates in progress
- Exploring improved communication strategies

Keystone Management Transition: Operational Challenges:

- Transitioning from AMI to Keystone management system
- Delayed Q3 invoice statements (new due date: August 1), regular payment schedule will resume October 1st for Q4
- Limited access to up-to-date account information
- New system (Sync) replacing previous Caliber system
- Homeowner portal updates expected 7-10 days before payment due dates

Governance and Community Initiatives: CC&R Inspections:

- Third-party inspections to restart in July
- Inspections planned 1-2 times monthly
- Focus on addressing community maintenance concerns
- Aim to reduce staff harassment during inspections



Update on Summer Community Programs & Events:

- The office has been working on piecing together the 2024 events expenditures to determine Cartwright Ranch's final contribution. Once Cartwright receives that information with the expenditure backup, they will then contribute to 2025 events

Community Events: Upcoming Events:

- Firewise Event: Saturday, June 28, 11am
- July 4th Green Concert
- Pollinator Party at the farm

Facilities and Infrastructure Management: Pool Facilities:

- Comprehensive assessment of pool infrastructure
- Identified ventilation and maintenance issues
- Ongoing repairs to prevent long-term damage
- Future plans for deck repairs and potential upgrades

Fitness Center:

Equipment assessment completed

- Treadmills nearing end of operational lifecycle
- Replacement considerations under evaluation
- Ongoing maintenance of existing equipment

Jr. Site Crew:

Has been hired for the summer season, June-August. All have started and it's been going well. Their task will involve the community farm, rose garden, and general site maintenance



Committee updates:

TDRB:

- Approved 3 new paint jobs, 2 tree removals, 1 fence, 1 privacy screen, 1 landscape plan, and 2 “free looks” before plan submittals

Farm Volunteer Engagement:

- 166 volunteer hours in June
- 565 total volunteer hours from March to June
- 45 registered resident volunteers
- Average 9-11 volunteers per work session

Farm Developments:

- Deer fence project near completion
- Garlic harvest upcoming
- Donation of equipment (wheelbarrow, picnic table)
- Pumpkin patch strategy modified (imported pumpkins vs. growing)
- Regular Monday and Friday farm work sessions

Potential Future Developments:

- Preliminary discussions about potential integration with Cartwright Ranch
- Exploratory conversations about community merger
- No formal decisions made
- Potential long-term strategic consideration

Community Safety:

- Increased sheriff's presence addressing motorized vehicle concerns
- Emphasis on youth safety and community guidelines



Recommendations and Next Steps:

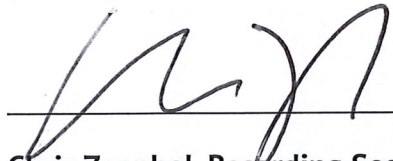
1. Continue smooth management transition
2. Resolve Keystone system integration challenges
3. Maintain transparent communication
4. Focus on infrastructure maintenance
5. Enhance community engagement initiatives

A motion was made by Kahle Becker to adjourn the meeting, seconded by Paul Powell,

Meeting was adjourned at 8:05pm

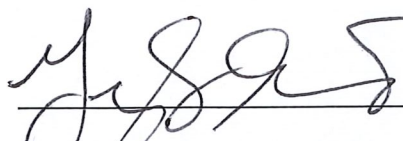
Minutes Prepared By: Chris Zoephel, Recording Secretary

Submitted by,



Chris Zoephel, Recording Secretary

Approved,



Garry Stanislaw, President



Approved,

A handwritten signature in black ink, appearing to read "Doug Patchin", written over a horizontal line.

Doug Patchin, Vice President

Approved,

A handwritten signature in blue ink, appearing to read "Paul Powell", written over a horizontal line.

Paul Powell, Treasurer

Approved,

A handwritten signature in blue ink, appearing to read "Kahle Becker", written over a horizontal line.

Kahle Becker, Director