

COPPERFIELD HOA

Board Meeting Minutes

April 2026

Meeting called to order: Approximately 7:02 PM

Board Members Present: Tyler Watson (President), Ron Bekebrede (Treasurer), Rob Garbus, Rachel Howe, Kim Bishop, Kathleen Mulins, Pat Dour, Susan Nevels, Thurman Senn (Attorney).

1. Approval of Previous Minutes

Motion made and seconded to approve previous meeting minutes as distributed. Approved unanimously.

2. Open Forum

Unauthorized Driveway Modification — Glendower & Brendon Hills

- A resident raised concerns about a property at Glendower and Brendon Hills that installed gravel in the landscaping area without submitting an Architectural Change Request (ACR).
- Board confirmed no ACR was filed. President Watson spoke with the homeowner, who stated the gravel is temporary while they plan a full driveway expansion (6–12 month timeline from notice date, approximately March 2025).
- Parking on unpaved/gravel areas is a Metro code violation; board noted it cannot enforce city code but informed the resident. The resident was advised they could report the matter to Metro code enforcement.
- Board discussed whether to issue a formal violation. No motion was made; board agreed to hold the current 12-month timeline and revisit if not resolved.
- Board noted that deed restrictions require garages in the back and that any future driveway ACR will be reviewed on its merits. Ron noted setback restrictions may limit expansion directions.

Dead Trees — 14100 Glendower Dr. (Michael Kleinman, owner of record)

- Two dead trees identified near 14100 Glendower Dr. Both are believed to be on private property.
- GM to send a violation notice to Michael Kleinman requesting removal.

Clubhouse Entry Landscaping

- Resident asked about the overgrown honeysuckle near the clubhouse that has overtaken the burning bushes. Board confirmed a replacement holly bush has been ordered.
- Clubhouse driveway/parking area repairs are a topic for later discussion this evening.

City Road Construction / Barrels Update

- Resident asked for an update on the ongoing city road work (barrels present since November). Board member confirmed ongoing contact with city rep (Scott) but no committed timeline has been provided.
- City poured front median curb; board confirmed this work is progressing.
- A large bump/dip near the front entrance (caused by construction activity) was noted. Board decided to wait until city completes work before addressing pavement repairs.

3. Finance Report

Collections Update

- As of March 31: approximately \$150,000 in dues collected for the month. Between April 1–10, an additional \$150,000 was collected. Current outstanding balance: \$47,000 (~45 accounts at ~\$1,000 each).
- Treasurer (Ron) is actively contacting delinquent accounts by email and phone. No late fees assessed at this time pending further outreach efforts.
- Three accounts in formal collections (handled by attorney Senn). Attorney noted a lien was filed in 2021 on one account; he has not yet sent the resident a formal attorney letter and will do so.
- Board authorized Ron to continue collections efforts through end of April before escalating.
- Signed bylaws (2025) to be sent to attorney for use in any legal proceedings.

Contract Approval Policy (Motion)

- Issue raised: A1 Paving submitted a bid (~\$18,000 for partial parking lot work), which was accepted electronically via an "accept" button without a formal signature. It was later discovered the vendor's platform also showed a \$41,000 version of the same estimate — raising concerns about document manipulation.
- Motion made and approved: All contracts over \$1,000 require two board member signatures (wet signature or via a reputable e-signature platform such as DocuSign). Simple "accept" clicks on vendor platforms are no longer acceptable.
- ~~Attorney Senn to draft policy language for inclusion in minutes upon approval.~~ A1 Paving relationship terminated; no legal action taken by vendor to date.

Financial Report — March

- Motion made and approved to accept March financial documents (balance sheet, budget vs. actual, P&L).
- Checking account balance: approximately \$400,000. Remaining budgeted expenditures: **~\$340,000**. Finances are tracking to budget.

CD / Short-Term Investment

- Ron proposed placing \$50,000 in a 6–7 month CD (Stockyards Bank at ~3.5%). Kim noted Fifth Third is offering 4% through September; PNC may also match. Board agreed Ron and Kim will discuss options offline and report back. Board consensus: pursue higher-yield short-term option as appropriate.

Dues Payment / Email Communications

- Several delinquent accounts may have outdated contact info.
- Kathleen informed the board that when sending an email through Buildium you can choose who it is from.
- Pool pass sign-up process may provide an opportunity to update resident email addresses at the start of pool season. Kathleen will work on cross checking this summer.

4. Maintenance Report

Recent Completions

- Pool railing near shark shack repaired (parts ~\$44 from Home Depot). Note: railing balusters will fall out if stepped on — additional reinforcement (metal block + sheet metal screws) recommended.

- Pool light contract signed. Ron obtained quotes; contract executed.
- Clubhouse door handle ordered (exterior knob replacement; push bar retained). Installation pending.
- New carriage lights: 3 of 4 are lit. Fourth light not working — wiring issue suspected; Rob to pull light and troubleshoot.
- Grounds contract (Monkey Grass) began weekly service. First cut completed April 6–7. Weed treatments scheduled approximately April, June, September, November.

Sprinkler / Irrigation System

- Two water lines at front entrance are currently disconnected due to city construction. **Pat** is following up with city contact (Scott) to determine required pipe burial depth so the HOA can install the PVC conduit and restore irrigation.
- Sprinkler startup cannot be scheduled until water lines are reconnected. Sprinklers near the serpentine wall may have sustained damage from construction activity and will be assessed upon startup.

Parking Lot Cameras

- Two new cameras purchased for parking lot upgrade. **Pat** suspects they may require constant power rather than solar-only. Will test at the clubhouse outlet before installation.
- Plan to repurpose existing parking lot cameras for entrance coverage once new cameras are confirmed operational. No power currently available at parking lot islands without trenching.

South Entrance Tree Stump

- Stump at south entrance was ground down partially. Tommy (Tree Contractors) will come out to finish grinding. **Pat** plans to fill the hole with mulch rather than remove it separately, as Monkey Grass will lay new mulch on top.

Pool Pass System

- New pool pass software signed up and configured. Residents will receive a digital barcode in their phone wallet. HOA to purchase a barcode scanner for check-in.
- Each resident household receives 2 complimentary guest passes as an incentive to register. Photos required for all household members upon sign-up.
- System has weather alert capability (thunder/lightning). General Manager suggested a pool season open-house event to walk residents through app and update contact info in Buildium.

Upcoming Work Weekend — April 26–27

- Board/volunteer work weekend planned. Tasks include: chipping/clearing brush piles behind shark shack, cutting down overgrowth at front entrance, and general cleanup around pool and tennis areas.
- A wood chipper (**pull**-behind style, 4-inch capacity) will be rented. Need volunteers with trucks. Ron noted he will not be available April 24.

5. Cul-de-Sac Renovation Project

- Hess Landscaping provided a proposal covering 7 of the 21 cul-de-sacs at a cost of \$15,000 (within budget). The proposal includes updated plantings, mulch replacement, and general cleanup.
- Monkey Grass is also preparing a competing proposal. Both companies walked all the cul-de-sacs. Proposals will be compared side by side once Monkey Grass submits theirs.

- Concerns raised: some proposed plants (e.g., Steeple willow) require high water. Board asked vendors to prioritize drought-resistant / hardy plants that can survive without intensive resident watering.
- Monkey Grass recommends waiting until fall for new plantings to minimize summer heat stress and reduce watering burden. Board leaning toward fall installation.
- A watering truck service will be priced in as part of the proposal to reduce reliance on neighboring residents for watering during the establishment period.
- Brendon Hills Court to be temporarily excluded from scope — residents maintain it themselves and requested it be deferred.
- General Manager Shawn volunteered to review vendor T&Cs for both proposals. Next step: receive Monkey Grass proposal, compare both, and redline for contractor adjustments before final vote.

6. Activities Report

- Monthly kids' activity held last month; well-received. Parents covered most costs beyond the HOA budget allocation. Activities coordinator plans to continue monthly events.
- Next planned event: Pool opening day/season kickoff.

7. Civic Matters

Dumpster Violation — Brian Hornung

- A large upholstered chair was placed in the HOA dumpster, preventing it from closing. Resident was identified and contacted via Buildium. Resident acknowledged but has not removed the item or returned follow-up calls.
- Motion made and approved: Fine of \$100 for unauthorized dumpster use. Any fees assessed by Waste Management for an overfull dumpster (approximately \$150) will also be charged to the violating resident.
- Newsletter reminder to be sent: residents may schedule bulk item pickup directly through Waste Management at no extra charge.

Renfro Property — 501 Tellson Court

- Property has visible deferred maintenance: one inoperable garage door, one rotted/deteriorating garage, and rotting windows. Violations and photos have been entered in Buildium.
- Approximately \$2,600 in outstanding dues (partially from a prior payment agreement that was not fully honored). Resident (Cindy) has communicated she intends to begin payments in May upon receiving Social Security.
- Rob will call both owners on the deed (Chris Renfro and Cindy Heitz) regarding the maintenance violations and outstanding balance. Board to give a reasonable timeline for repairs before escalating.

Commercial Vehicle Policy — Proposed Language Update

- President Watson proposed amending the internal commercial vehicle policy to add that qualifying vehicles must be parked in a garage or otherwise kept out of view from the street (e.g., parked in backyard behind a fence).
- Board discussed: resident survey results (~41% response rate) indicate most residents are not opposed to commercial vehicles per se — they simply don't want to see them from the street.
- Discussion noted that the compliance deadline of June 1 is approaching. Board will work with individual residents to find reasonable solutions before issuing violations.

- No final vote taken. General Manager Shawn to draft clean policy language for board review and vote at next meeting.

Positive Compliance Update

- Board noted that the current approach of direct, collaborative outreach is yielding results. Multiple homeowners have proactively addressed violations after being contacted — including a resident on Glendower who is now going through the ACR process for a deck repair. Board reaffirmed its preference for education-first then enforcement.

Lawn / Weed Maintenance Concern

- Resident raised concern about dandelions and uneven grass quality throughout the neighborhood and in front of the clubhouse. Monkey Grass has 4 scheduled weed treatment applications (tentatively April, June, September, November). Board confirmed this is covered in the grounds contract. Monkey Grass is responsible for weed control in common areas during weekly maintenance visits.

Meeting adjourned.

Minutes recorded from audio transcription. To be approved at the next regular board meeting.

Next Meeting: May 11, 2026 (date TBD)