

## **Board Meeting June 25, 2025**

**Board Members Present:** Lana Trasmondi, Marco Trasmondi, Jake Kruse, Joe Genereaux, Anthony Morris (Tony), Karen Ochoa, Phil Reppert

**Board Members Absent:** John Williams, Hans Messick

**Guests Present:** 2 Homeowner

Vice President Jake Kruse called the meeting to order at 6:03p.m.

**Conflict of Interest:** Jake excused himself from any involvement with the Commons apartments located on Russell Street. This includes writing a letter to the new owners.

**Agenda and Minutes Review/Approval:** The meeting agenda was distributed and reviewed. Joe moved to approve the agenda as presented, seconded by Lana. Motion Carried (MC)

The meeting minutes were distributed and reviewed. It was noted that member Marco was missing from the Election of Officers table and the term for Joe was incorrectly stated as 3 years. Karen will correct the errors and update the website. Tony moved to approve the minutes with edits, seconded by Marco. MC

**Policy Review:** The first reading of the draft Procedure for Amending Covenants or Bylaws during Non-Annual Board Meeting occurred without edits. Tony motioned to approve the language as presented, seconded by Lana. MC

**Treasurer's Report Review/Approval:** Tony presented the May 2025 financial reports received by the bookkeeper. Cash reports do not show pending bills, so he has requested accrual reports for future meetings. In addition, Tony will investigate why the Accounts Receivable is a negative balance.

The HOA tax representative stated that the HOA is exempt from filing taxes if all expenses are directly related to HOA business. Lana motioned to approve the financial reports, seconded by Joe MC.

**Ground Committee Updates:** Marco spoke with Gravel Gods, the landscaping company, and the homeowner regarding the sidewalk damage on Russell St. The company agrees to repair the damage. City ordinances on curb drainage need to be adhered to when replacing the sidewalk.

**Architectural Committee Updates:** Tony will work with John to finalize the letter to the Commons apartment owners to clean up the landscaping.

Members noted a house on Beartooth Loop is working on landscaping leaving a large pile of materials in the street with a dumpster making it difficult for cars to drive around. Marco will speak with the owner.

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## *The Reserve on Higgins Creek Homeowners Association*

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### **Items from Guests/Residents:**

Lynn Pohlman raised concerns with children playing in and around the park while cars drive fast or with obscure views from parked cars. The City of Spearfish (City) refuses to post signage alerting drivers to watch for children; however, they agree to post a "City Park" sign. Jake agreed to evaluate placing signage on HOA posts.

Lynn also mentioned that homeowners are dumping grass clippings in Cook ditch and removing boulders used for erosion control. Marco agreed to assess Cook ditch.

### **Items from Board Members:**

Tony inquired about the approval process for installing a California curb (low sloped curb) on his driveway. A similar modification is needed to the bike path entrance so that bikes are not driven on the sidewalk. Both Jake and Tony will meet with the City to discuss approval for these modifications.

Tony recommended the purchase of a multi-functional printer for HOA business. The procurement will allow the HOA to scan historical documents and save money producing copies for meetings. Tony motioned to approve the purchase of a multi-functional printer with supplies up to \$400, seconded by Marco. MC

Tony will create an HOA google drive to store all HOA documents for succession planning. The google drive will include an email that members can use to respond to homeowner emails eliminating the use of personal emails.

A complaint was received regarding a vehicle currently parked on dirt next to the house on 3884 E Beartooth Loop. Owners have occupied the property for a few years and haven't landscaped the side of the house causing mud and dirt to run onto the sidewalk. Marco agreed to speak to the owner.

Members noted the property at the end of Russell Street installed a new fence that encompasses the front yard and is missing corner cedar posts. Jake agreed to speak to the homeowners.

Last month members discussed including important information for homeowners with the annual HOA dues invoice. Tony would like to include a request for budget requests for the following year.

The meeting adjourned at 7:28 p.m.

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### **Summary of Action Items**

| <b>Task</b>  | <b>Owner</b>  |
|--|---------------|
| "Children at Play" signage near park                               | Jake          |
| Lot 43 fenced front yard   | Jake          |
| Correct edits in May minutes and repost                            | Karen         |
| Procure Multi-function Printer                                     | Karen         |
| Address obstructions from landscape work on upper Beartooth Loop   | Marco         |
| Grass clippings in Cook Ditch                                      | Marco         |
| Unfinished side yard with vehicle on dirt                          | Marco         |
| Verify negative balance under Accounts Receivable is pre-paid dues | Tony          |
| HOA google drive   | Tony          |
| Meet with the City on California curbs                             | Tony and Jake |
| Finalize letter to the Commons apartments                          | Tony and John |