

ASPEN GLEN HOA
DIRECTORS BOARD MEETING MINUTES
May 6th, 2026

Present: Ryan Comer, Phyllis Sanders, Carli Schaffner, and Carissa Williams

Meeting called to order at 6:07 pm by Carli Schaffner, President.

Minutes:

Minutes of April 13, 2026 were reviewed. On a motion made and seconded, the Board

VOTED to approve the minutes for April 13, 2026.

Election of officers:

After discussion, the Board has identified the following officers effective immediately until the next annual meeting.

President-Carli Schaffner

Vice President- Ryan Comer

Secretary- Carissa Williams

Treasurer- Phyllis Sanders/Ryan Comer (Starting June 1,2026)

Treasurer's Report

Phyllis Sanders, Treasurer, reported that the checking account balance as of April 30, 2026 was \$69,223; money market balance was \$52,355.87 and the CD was \$50,396.06 totaling \$171,975. She reported that the expenses for April amounted to \$9,936.94 with largest expenditures being insurance \$4,167.08 and Designer Lawns- \$3,391.94.

Old Business

Property Management by Design update

Ms. Schaffner reported that Property Management by Design (PMBD) has emailed homeowners with an update about their start of May 1, 2026 with them taking over handling of dues effective with the June 2026 payment.

New Business

Debrief Annual Meeting

The meeting had enough proxies and members attended to meet a quorum. Ms. Schaffner stated that Jeff Horner, from Property Management by Design did very well with his presentation at the annual meeting and we are very excited for the future of Aspen Glen.

To Do List for Property Management by Design

Unit 1223 - The patio fence needs repaired. There is a pole coming apart from the fence section.

Unit 1111 - Homeowner reports there is a drainage issue at the front that allows water to go under garage doors. Several residents also mentioned they get water in the garage.

Units 1103 & 1117- There is a major drainage issue by their patios that will require new tiling.

General clean-up of streets - Homeowners report debris at the visitor cut outs and along some streets.

Post office box island -The board agreed that once the concrete is done in the development the yellow paint should be redone. Mr. Comer will be painting once everything is complete.

Unit 1108 & 1110- It was reported that the new tree roots are coming out of the ground, which will require more dirt and mulch.

Unit 1303- Homeowner has requested different shrubs.

Unit 1314- Needs a burning bush placed. This was on our estimate with TNT Landscaping and was ordered but hasn't been planted. Ms. Schaffner will follow up with TNT Landscaping to figure out when that will be planted.

Ms. Schaffner will contact Jason with Designer Lawns to discuss the moss problem we have with several yards.

Ms. Schaffner reported that the fence also needs to be cleaned and will discuss with PMBD to retain someone to do that.

Meeting adjourned 7:01pm.

Respectfully submitted,
Carissa Williams, Secretary