

CENTER GREEN HEIGHTS PARK  
Board Meeting Minutes  
Jan 12, 2026  
4:00 PM - 4:45 PM

Present

- Audrey DeeDee Nelson, President/Manager CGHP: 303-448-1802  
[audrey@audreynelson.com](mailto:audrey@audreynelson.com)
- Mark Casella, Representative Noble Park 2 HOA: 303-944-0709 [markpcasella@gmail.com](mailto:markpcasella@gmail.com)
- Becky Ruttenberg, President Apple Green HOA, CGHP Secretary: 303-579-3523  
[rsruttenberg@gmail.com](mailto:rsruttenberg@gmail.com)
- Tim Strauch/Janet Tubito Representative Apple Green HOA: [timstrauch49@gmail.com](mailto:timstrauch49@gmail.com)
- Jeff Skala, CGHP Treasurer: 720-252-4042 [jeff.skala01@gmail.com](mailto:jeff.skala01@gmail.com)

Financials

Jeff presented 2025 wrap up

- We finished 2025 under budget by \$1,100. We started 2025 with a \$4,400 deficit, now reduced to \$3,200 (round numbers).
- The deficit is covered by a credit line. Annual dues from the two member associations (Apple Green and Noble Park 2) have arrived and Audrey deposited on the morning of the board meeting. As soon as funds are available, Audrey will pay off the credit line (likely next day).
- As of Wed, Jan 7th, the checking account balance was \$176.74 with an overdraft (covered by the credit line) of \$3,238.70.

Discussion of reducing the deficit

- The 2026 budget is conservative, and we should be able to continue to knock down the deficit.
- 2025 was the third year in a row that we went into the line of credit. This started when we had an irrigation emergency and costly repairs near the end of budget year 2023.
- Goal is to not use the line of credit again. We have paid a total of about \$60 in interest over the past three years.
- Barring unforeseen expenses in 2026, we can reduce the remaining deficit by using allocated reserve funds.

Insurance policy renews in April

- Jeff referred us to an article in the Jan 12 Denver Post on HOA insurance: a report is due in a couple of weeks on rising costs to HOAs which will hopefully elicit reaction from state legislators.
- Audrey said that Colorado is in the top ten most expensive insurance markets (along with California).
- We won't know until our agent solicits the next bid, but we should be prepared for an increase in premium.

Audrey has submitted 2025 financials for tax preparation

Review of board duties

Treasurer

- Audrey receives and vets invoices.
- Jeff then reviews and writes checks for Audrey to sign and mail.
- Becky (as Apple Green rep) reviews the financials quarterly.

#### Secretary

- Becky writes minutes and submits for corrections to the board.
- Once approved, Audrey sends the minutes to webmaster Michelle Barnett for posting.
- Becky requested contact info for Michelle as a backup path of communication.

#### Meeting frequency

- Board meetings are called on an as needed basis.
- Audrey invites members to be on phone call or walk the property when she is interacting with a vendor.
- Becky to check with Apple Green HOA manager on Colorado state requirements for notice of meetings.

#### Old Business

##### City of Boulder Forestry Dept on the maintenance of the medians

- Audrey asked if the city would take care of the trees that they planted unsolicited. Reply was that the city had been doing maintenance for no charge (they took down a downed pine tree from a previous windstorm.)
- Audrey confirmed that Noble Park 1 is still taking care of the circular median beyond Median 4 (that the city didn't take over.)
- Therefore, no change in status of who takes care of the medians.

##### Tree work for Median 3 (ash/locust).

- Three proposals will be solicited for pruning/deadwood removal.
- Price will vary if the company requires use of bucket or allows climbing of trees.

#### New Business

##### Dec 18-19 windstorm

- Some big branches came down from the locust tree on the E side of the park next to the houses on Baldwin. An Apple Green resident chain sawed the branches into manageable pieces, and some Center Green board members moved them to the natural area.
- Except for one branch that came down, all trees in the median survived the storm well.
- For future reference, Mark has chainsaws, loppers and a pickup truck for hauling debris to the landscape drop off area at Western Disposal.

##### Snow removal contract

- Our contract calls for plowing of sidewalks when there are two or more inches of snow (the City of Boulder does not specify a minimum amount, and does require sidewalks to be clear within 24 hours of the conclusion of a snow event).
- Mark volunteered to take over snow removal duties with his various sizes of electric snowblowers. After the board meeting, Audrey showed Mark which sidewalks to clear.
- Audrey will reach out to the snow plowing company to amend the contract for no more snow removal this contract year.
- We will try the do-it-yourself method of snow removal and re-evaluate at the end of the season.

##### Wildfire mitigation in the natural area

- Audrey will reach out to several contacts in the City of Boulder government and fire department to see if we can get help in removing dead trees and deadfall on the ground.
- Becky suggested that the spring cleanup could be used to gather and haul away fallen deadfall in the natural area.
- The date of the spring cleanup is not scheduled yet, but when it is, Becky will make sure that it is publicized to the Apple Green community.

##### Colorado state law updates for HOA

- Audrey will attend a seminar to inform of updated legislation and will report on any updates that may apply to Center Green Park.