

Pinon Ranch HOA - Board Meeting Minutes

Date: February 10, 2020

Time: 6:30pm

Place: Starbucks, 4465 Centennial Blvd, CS CO 80907

Attendees: Frank H., Shane S., Amanda B., Bradley G., Jeff H., Shawna U.

Call to Order, Confirm Quorum (a majority or 4), Accept Minutes from January

5 of 7 members present, quorum present.

I. Board Member Comments on items NOT on the Agenda:

None

II. HOA Member Comments on Topics NOT on the Agenda:

None

III. Manager Report:

Banking:

Deposits for January (Wells Fargo) \$17,898.71.

Account Balances of 1/31/2021: Checking account \$18,609.79, Savings (Replacement Reserves) \$4,348.22, and PayPal \$10.00.

1. January Expenses (see attached expense report).
2. As of 2/9/2020, 15 members (27%) still have not paid their 2020 HOA dues, trash and optional recycling. No late charge will be assessed until 3/1/2020.
 - a. Amanda to send email to 15 households
 - i. Frank to email Amanda list of unpaid.
3. Of those that have paid so far about 17 have used the convenient ACH bank transfer option, and one chose to pay via credit card and pay the 3.5% credit card convenience fee. Our ACH payment processor will be raising the charge for this service to \$3.00 per transaction in March, from \$1.00.
4. The Social fund balance is \$195.62 as of 1/31/2020, with \$40.41 received so far in 2020. 2 households (3.6%) participation.
5. Landscape Maintenance; Corbran's current contract expires on 3/31/2020. Need to get quote for 2020. Request for proposal sent on 2/9/20.
6. Our Workman compensation insurance is set to renew on 4/1/2020.

7. Snow removal; Dennis D. is still providing this service. However, Dennis will be out of town from 1/31 to 2/14, so Frank H. will be providing this service and/ or Corbran's.
8. Accounting statements and information turned over to our CPA, so he can file the required annual non-profit tax returns that are due by March 15th.

IV. Webmaster Report:

- Domain Name is: pinonranchhoa.org.
- *New website needs to be updated with latest minutes (2019 and 2020).*

V. Old Business:

1. HOA Trash service:

The membership approved amending the covenants to add HOA trash service with the needed 2/3 majority, via their signatures on the HOA trash service petition back in November. Notice was emailed to the membership on 11/24/2019 that the petition was successful.

Board is still working on getting the amendment recorded with the County Clerk and Recorder, see attachments.

Also, the board still needs to update the bylaws via a Resolution to add Trash Pricing Policy that was approved at the January meeting.

How did Pinon Glen (across from post office) update their covenants?

Steve S. to present to Recorder office what we currently have and explain what we are trying to do. We will fill in the gaps (cover page?) they recommend and submit.

VI. New Business:

1. Landscape Xeriscape standards (*Recommend that we table this item until March, due to time constraints*)
 - See attached example from the city of Aurora. Proposed by Frank Hibbitts, to start discussion on possibilities such as:
 - No ZEROscape or gravel / rock only.
 - A minimum number of trees and bushes in the front yard.
 - A 25% to 50% plant coverage standard (Aurora requires 50% plant coverage, based on mature plant sizes).

VII. Architectural Review Committee:

Amanda B. to clarify with Whites on Sample. If surface and shape are not changing, no approval is needed.

VII. Neighborhood covenant and bylaws enforcement:

Last inspection by the board was on August 4, 2019. Follow up inspections by HOA manager on 1/7/2020 (see attached report / inspection log). **Next walk-through by the HOA Board will be on Saturday February 22, 2020 at 9:00, with the following Saturday Feb 29th as the back up day in case of bad weather.**

Note: Amanda sent a general request for street and curb /gutter repairs to the city on 11/7/18. The city has marked the streets with white paint, presumably where repairs will be made.

Amanda to follow-up and look for job number to reference.

VIII. Community Events

The next HOA Board of Directors meeting will be on March 16th at 6:30pm, at 3.14 Pie Place.

May 2nd Sample Way Cul-de-Sac 4pm-11pm Cinco de Mayo

Agenda Attachments

January Expense Report

**Finen Ranch Homeowners Association
Expenses by Vendor Detail
January 1 through February 1, 2020**

| | Type | Date | Num | Memo | Account | Split | Amount | Balance |
|---|---------|------------|------------|---------------------------------|---------------------------|------------------------|-----------------|-----------------|
| Atkins Community Law | | | | | | | | |
| | Bill | 01/23/2020 | 80063 | Trash assessment | Professional Fees | Accounts Payable | 150.00 | 150.00 |
| | | | | | | | 150.00 | 150.00 |
| CD Insurance LLC | | | | | | | | |
| | deposit | 01/30/2020 | | Refund for 11/1/20 to 11/01 | Insurance Expense | | -300.00 | -300.00 |
| | Bill | 01/05/2020 | | Cover. Prop, D & C and Other | Insurance Expense | Accounts Payable | 1,765.00 | 1,765.00 |
| | | | | | | | 1,464.62 | 1,464.62 |
| Total CD Insurance LLC | | | | | | | | |
| Home & Home Insurance | | | | | | | | |
| | deposit | 01/27/2020 | ACH | Refund | Insurance Expense | | -500.00 | -500.00 |
| | Check | 01/22/2020 | ACH | Priority | Insurance Expense | Wells Fargo - Checking | 600.00 | 600.00 |
| | | | | | | | 9.00 | 9.00 |
| Total Home & Home Insurance | | | | | | | | |
| COBA_Coba, Dept of Revenue | | | | | | | | |
| | check | 01/07/2020 | cash paid | annual registration admin costs | Home & Home and Home | Wells Fargo - Checking | 61.00 | 61.00 |
| | | | | | | | 33.00 | 33.00 |
| Total COBA_Coba, Dept of Revenue | | | | | | | | |
| FileMyForms.com | | | | | | | | |
| | Check | 01/10/2020 | debit card | 2019 required 1000 filing | Professional Fees | Wells Fargo - Checking | 5.40 | 5.40 |
| | | | | | | | 5.40 | 5.40 |
| Total FileMyForms.com | | | | | | | | |
| CRJ Environmental Inc | | | | | | | | |
| | Bill | 01/01/2020 | 4247028 | Jan and Dec privs | Trash & Recycling Expense | Accounts Payable | 250.00 | 250.00 |
| | | | | | | | 194.17 | 194.17 |
| Total CRJ Environmental Inc | | | | | | | | |
| Stellaris | | | | | | | | |
| | Check | 01/10/2020 | debit card | Copies of meeting agendas, etc. | Printing and Reproduction | Wells Fargo - Checking | 29.64 | 29.64 |
| | | | | | | | 29.64 | 29.64 |
| Total Stellaris | | | | | | | | |
| USPS | | | | | | | | |
| | Check | 01/27/2020 | debit card | PO box 1 year 2019 to 10/10/1 | Postage and Delivery | Wells Fargo - Checking | 118.00 | 118.00 |
| | | | | | | | 118.00 | 118.00 |
| Total USPS | | | | | | | | |
| TOTAL | | | | | | | 3,724.67 | 3,724.67 |

Proposed Resolution to Amended the covenants



RESOLUTION NO. 2019

RESOLUTION OF THE PINON RANCH HOMEOWNERS' ASSOCIATION, INC. AMENDING THE COVENANTS TO IMPLEMENT NEIGHBORHOOD TRASH SERVICE

WHEREAS, the purpose of the Pinon Ranch Homeowners' , Inc. is to protect and enhance the quality, value, desirability, and attractiveness of the Pinon Ranch Subdivision;

WHEREAS, not fewer than three different trash companies service Pinon Ranch Subdivision on different weekdays, resulting in greater likelihood of litter; increased noise, air, and surface pollution; unnecessary wear and tear on the streets; and reduced neighborhood attractiveness;

WHEREAS, a super majority of property owners favor trash service being provided by the Pinon Ranch Homeowners' Association, Inc.;

WHEREAS, the annual assessments are currently less than the statutory maximum of \$400 in 1998, and the additional increase required for trash service will not exceed the statutory limit; and

WHEREAS, a one-year waiver to the provision in the Covenants that limits annual assessments from increasing by more than 10% in a single year is needed for the year 2020 to pay for the costs of implementing neighborhood trash service.

NOW, THEREFORE, BE IT RESOLVED BY A TWO-THIRDS MAJORITY OF PROPERTY OWNERS IN THE PINON RANCH SUBDIVISION:

The members of the Pinon Ranch Homeowners' Association, Inc. amend the covenants to allow dues to be increased by greater than 10% for the year 2020 for the sole and specific purpose of implementing neighborhood trash service, which is in keeping with the purpose of the Pinon Ranch Homeowners' Association, Inc.; decrease the likelihood of litter, reduce noise, air, and surface pollution; reduce unnecessary wear and tear on the streets, and improve neighborhood attractiveness.

DATED, at Colorado Springs, Colorado this XX day of XX, 2020.

Amanda Brush, HOA President

ATTEST:

Bradley Gildin, Association Secretary

Neighborhood covenant and bylaws enforcement - Inspection Report and Log: