

Pinon Ranch HOA - Board Meeting Minutes

Date: June 15, 2021

Time: Began at 6:35pm. Adjourned at 7:53 P.M.

Place: Meeting held via internet meeting due to covid-19 concerns

Attendees:

Board of directors' present: Amanda Brush, Amy Aranda, Mitzi Higham, Jeff Hansen and property manager Frank Hibbits, Shane Smith

Board of Directors Absent: Randi Johnson, Darryl Yancy

Member(s) present: None

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

Amanda makes motion to approve minutes, Jeff seconds, motion approved (4 yes, 0 no)

I. Board Member Comments: None

II. HOA Member Comments on Topics NOT on the Agenda: None

III. Manager Report:

Banking:

Deposits (Wells Fargo) \$0.00 May.

Account Balances of 5/31/2021: Checking account \$ 25,499.68, Savings (Replacement Reserves) \$12,778.54 and PayPal \$10.00.

1. May Expenses (see attached).
2. As of 6/8/2021, 1 member still has not paid their 2021 HOA dues, that was due on or before 2/1/21. Total past due is \$507.00.
3. Landscape Maintenance: CorBran's is doing the monthly maintenance. They did have to deactivate then reactivated the irrigation system in Mid-May due to a late freeze.

IV. Webmaster Report:

- Domain Name is: pinonranchhoa.org.

V. Old Business:

HOA common area sidewalk repairs.

Background: On March 6, 2021 Amanda and Frank did an inspection of existing tripping hazard and damages. They photographed and documented 11 problem areas. The possible solutions are concrete grinding, mud jacking, replacement/ rerouting, or a combination of these.

On April 3 the HOA board inspected these areas and discussed the possibility of tree removal & replacement in two areas where the tree roots are lifting up the sidewalk.

BIDS:

- \$3,990 from Groninger Concrete to replace 7 sections of sidewalk and grind down 5 tripping hazards. They also gave us an option to replace 3 section of broken HOA sidewalk for \$805 near 5580 Sample Way, that is deemed NOT to be a tripping hazard. *Management recommends that we go with Groninger.*
- We also received a bid of \$1140 from Tall Timbers Tree Service for possibility removing 2 spruce trees that were planted too close to the HOA sidewalk and who's roots are lifting up the sidewalk and causing tripping hazards at those locations.
- Lastly, we received a bid of \$7,210 from AAA Concrete.
- Awaiting details from Shane on additional quote from Discount Concrete which included all slab replacement, no grinding, and was less expensive.

MAY meeting Discussion: Debate over whether to remove the two trees. Roots will be cut to repair sidewalk which introduces considerable risk of blowing over or dying. Blowing over brings liability risk. There is concern about removing the trees for the purpose of aesthetics and preserving nature. Interest from several board members to replace the big tree(s) with something less damaging. Groninger provided solution which could extend longevity of sidewalk without having to remove tree closer to the park. **Decision:** Of the two trees causing damage, leave the tree by the park and proceed with Groningers sidewalk solution, remove the tree by the church and grind down the roots, proceed with sidewalk repairs as quoted by Groninger. Proceed with Tall Timbers for tree removal. No concern with the two cracked sidewalk areas as they are not tripping hazards and do not appear to be worsening. Proceed with exploring options for tree replacement. Amanda will email residents to inform of decision and upcoming work. Mitzi will contact Tall Timbers. Frank will contact Groninger after tree is removed.

Amy motions to move forward with concrete and tree management plan. Amanda seconds. Motion approved (unanimous 7 yes, 0 no)

JUNE meeting discussion: Area marked for the required underground utilities located along with getting the required permit from 811. Tall Timbers was schedule to remove the tree on 6/15. Mitzi will call to figure out why it was not removed today. Scheduled to remove the stump around 6/24.

Do we want to re-open this topic to analyze the Discount Concrete quote? 3 board members interested in exploring new bid in order to avoid grinding. All in agreement that time is also a factor, will request quote from Jeff and communicate via email over the next week to look for a solution.

VI. New Business:

Replacement tree type and location. Management recommends that we plant the replacement tree further to the east in the area that is much wider and recommend that we go with a Honey Locust or Oak tree like what we already have in other parts of the HOA commons area. The existing Spruce tree that is being removed interfered with the line of sight needed to see oncoming vehicle before the HOA trimmed all the lowered branches off. The HOA was directed by the city to do this several years ago.

Will leave item open pending bids. September will likely be the timeframe for tree replacement.

HOA provided roll off dumpster(s) for Spring cleanup. Management suggests that we consider providing 1 or 2 roll off dumpster each year and make it part of the Trash service budget. The cost for the 30-yard roll was \$350 divided by 55 home works out to \$6.36 per house. HOA wide trash service worked out to be about \$30 or more per year cheaper than individual trash service.

Discussed conducting a survey about the rate increase for this purpose, but those have not received high participation in the past. Discussed having the dumpster on years when we're coming off a surplus.

VII. Architectural Review Committee:

5525 Flag Way: Approval letter for play-area sent.

5575 Flag Way: Approval letter for Front Porch and steps replacement sent via email on 6/3/21.

5465 Sample Way: New wall lights and house numbers. Shane, Darryl, Randi & Mitzi voted yes via email. Mitzi will send approval letter.

5530 Sample: Would like to convert their gravel path that leads from their driveway to the backyard with a red stained/stamped concrete similar to what they already have on either side of their driveway. They also want to replace a dead tree in the front with a crab apple. Amanda, Randi, Mitzi, Shane and Daryl voted yes via email. Approval letter sent 6/15/21.

5545 Flag Way: Request to paint deck Butternut ProLux. Amy, Amanda, Mitzi, Shane approved.

VII. Neighborhood covenant and bylaws enforcement:

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

Note: HOA board did a neighborhood walkthrough on June 8, 2021. See attached.

5580 Sample - Dead bush noted on walkthrough. Frank will reach out to them.

5540 Sample – House paint required on one side, Amanda is in good communication with owner, offering some references on painters.

Next Neighborhood walkthrough in August. Will schedule during July meeting.

NOTES CARRIED FORWARD: 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 provided Shane with the for-job number and email to follow up with the City to see where we are in the schedule and what can be done. Amanda also mentioned in the last email to the members to submit their sidewalk and curb and gutter repair requests directly with the city. Update: The city did partially fill one of the cracks on Navin, in Late August, but still has much to do.

VIII. Community Events.

The May yard sale date went well.

Possible Yard sale in August (date TBD). Green Valley will be holding a yard sale in August. Will discuss with Randi, and put out question on Facebook.

Social report:

Block party: The May social went well.

Ice cream social: Tentatively scheduled for July 31st, location TBD. Will confirm with Randi.

The next HOA Board of Directors meeting will be on (July 13th at 6:30pm).

Agenda Attachments

May Expense Report

	Type	Date	Num	Memo	Account	Amount
Cisco Systems, Inc						
	Check	05/14/2021	auto pay	WebEx monthly fee	Computer and Internet Expense	\$ 15.53
Total Cisco Systems, Inc						\$ 15.53
City of CS Storm Water						
	Bill	05/31/2021	May	May -Dec storm water	Utilities	\$ 86.40
Total City of CS Storm Water						\$ 86.40
Colo Spgs Utilities						
	Bill	05/21/2021		3259 CF	Utilities	\$ 215.75
	Bill	05/21/2021		20 days service fee	Utilities	\$ 35.14
Total Colo Spgs Utilities						\$ 250.89
Corbran's Landscaping, LLC						
	Bill	05/15/2021	20549	Monthly maint.	Lawn & Tree Maintenance	\$ 525.00
	Bill	05/15/2021	20549	Deactivation & reactivation due to freezing temps.	Lawn & Tree Maintenance	\$ 130.00
Total Corbran's Landscaping, LLC						\$ 655.00
GFL Environmental Inc						
	Bill	05/01/2021	49449787	May Trash & recycling	Trash & recycling Expense	\$1,016.78
Total GFL Environmental Inc						\$1,016.78
Pinon Ranch Social Fund						
	Check	05/14/2021	debit card	Transfer to petty cash Social fund	Social Fund	\$ 450.00
Total Pinon Ranch Social Fund						\$ 450.00
TOTAL						\$2,474.60

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Flag Way Enforcement action report			8-Jun-21			
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Fine \$	Result
5440	Flag							
5445	Flag							
5450	Flag							
5455	Flag							
5460	Flag	Stained Stucco, email sent 11/6, follow up in 60 days	11/6/2018	7/9/2019	3/10 - Board will request that owner power wash. Email sent 5/9 requesting power washing. Update 6/15 they power washed on 6/9. Board will need to take a look at their next walkthrough. Looks ok 7/11/20, 10/8 & 3/7/21 & 4/3/21			cont. To monitor
5465	Flag							
5470	Flag							
5475	Flag							
5480	Flag							
5485	Flag	Unauthorized landscape change, grass to rock	6/16/2020	8/16/2020	Update 10/8; Planted 3 Ort. Grass's and 2 Russian sage. Suggest we continue to monitor. Ok on 6/8			cont. To monitor, to see that new plants survive
5490	Flag							
5495	Flag							
5505	Flag							
5510	Flag							
5515	Flag							
5520	Flag							
5525	Flag							
5530	Flag							
5535	Flag							
5540	Flag	Complaint of partly dead street tree -			City forest dept. recommends waiting until next spring to see if comes back. Looks fine on 6/8/21			Suggest we close issue
5545	Flag							
5550	Flag							
5555	Flag							
5560	Flag	Complaint of 1/2 dead street tree (Summer of 2020)			City forest dept. recommends waiting until next spring to see if comes back. Update 6/8/21 Doe not look like it coming back. Suggest the owner trim out dead branches.			cont. To monitor
5565	Flag							
5570	Flag	1. crumbly side walk 5/19			no change 7/11 & 8/10 & 4/3. Submitted request to city to replace this sidewalk on 8/10. They will send out a inspector to assess how bad it is.			
5570	Flag	Weeds in rock						
5575	Flag	Weeds in rock						
5580	Flag							
5585	Flag							
5590	Flag							
5595	Flag							

