

Pinon Ranch HOA - Board Meeting Agenda

Date: April 12, 2022

Time: 7:00pm

Place: Meeting to be held via conference call or internet meeting; due to covid-19 concerns.

Attendees: Frank Hibbitts, Randi Lynn Johnson, Jeff Hanson, Amy Aranda, Molly Geronazzo, Amanda Brush, John Cotterman, Mitzi Higham

Absent:

Call to Order, Confirm Quorum (a majority or 4), Accept Minutes from March. They pass unanimously

I. Board Member Comments:

II. HOA Member Comments:

III. Manager Report:

Banking:

Deposits (Wells Fargo) \$4,330.00 March.

Account Balances of 3/31/2022: Checking account \$28,404.72, Savings (Replacement Reserves) \$11,057.61 and PayPal \$10.00.

1. March Expenses (see attached).

2. As of 12/31/2021, 1 member has not paid their 2021 HOA dues. Total past due is \$507.00 plus late charges. Their trash service has been suspended until further notice. This member has not been seen or heard from since late 2020 / early 2021.

3. As of 3/31/2022, 2 members have not paid their 2022 dues. Copies of statements were sent again via email and US Mail to the past due members on or before March 10th.

4. Landscape Maintenance: CorBran's current contract expires on 3/31/2022. New proposal for this year sent to board on 4/9/22 for review. See New Business.

5. Snow removal: Dennis D. is still providing this service. Franks is the back up when Dennis is gone.

6. The landscape areas around the sidewalk repairs and old tree will need to be re-seeded / new sod or re-landscaped. We need to get quotes on this, or this could be a possible member's volunteer project? We have asked CorBran's our landscaping contractor to provide us a quote.

7. Social Fund. Still need to transfer \$210 from the 2021 budget surplus to social along with any 2022 donation's collected (\$10 so far).

8. The Spring cleanup dumpster will be delivered April 21st and pick up on or about Monday April 25. It is suggested that we put it on Navin like we did last year.

9. 2021 State and Federal tax returns completed in March. This is required to maintain our tax-exempt status.

IV. Webmaster Report:

Need to post latest financial statements (Balance sheet as of 12/31/21) and Replacement reserves budget as of January 2022).

V. Old Business:

VI. New Business:

1. CorBran's Landscape Maintenance contract, renewal. They are proposing \$3,769.50 for April 2022 to March 2023 (which is a modest 2.6% cost increase over last year). Management recommends approval. Amy motions to approve, Amanda seconds, board passes unanimously

VII. Architectural Review Committee:

5590 Flag Way (Helms): The board voted to approve a raised vegetable garden planter in the back yard to with a 7-foot-tall plastic deer fence. Randi, Amy, Amanda, Molly, Mitzi & John voted to approve. No vote received from Jeff. Approval letter sent on 3/21/22.

5580 Flag Way; Play set to be placed in existing back yard mulch area. Randi, Amanda, John and Mitzi voted yes via email. No reply from Jeff or Molly. Amy abstains since its her property. *Approval letter needed.*

VII. Neighborhood covenant and bylaws enforcement:

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

Note: HOA board did a neighborhood walkthrough on April 9, 2022. See attached Agenda attachments.

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.

Social report:

Details to be provided by Amanda and Randi

The next HOA Board of Directors meeting will be on **May 17 at 7:00 pm.**

ADJOURNED at 8:10 pm

Agenda Attachments

March Expense Report

	Type	Date	Num	Memo	Account	Amount
Cisco Systems, Inc						
	Check	03/14/2022	auto pay	monthly WebEx fee	Computer and Internet Expenses	\$16.23
Total Cisco Systems, Inc						\$16.23
Dennis Delahoy (vendor)						
	Bill	03/06/2022	3-6-22	3/6 Snow removal and ice melt	Snow removal	\$85.00
Total Dennis Delahoy (vendor)						\$85.00
GFL Environmental Inc						
	Bill	03/01/2022	54383365	March trash & recycling.	Trash & recycling Expense	\$1,049.18
Total GFL Environmental Inc						\$1,049.18
Pinnacol Assurance						
	Bill	03/01/2022	20797070	Workman Comp. insurance 4/1/22 to 4/1/23	Insurance Expense	\$460.00
Total Pinnacol Assurance						\$460.00
The Ricks Group CPA's						
	Bill	03/05/2022	88748	2021 Fed. & State tax returns	Professional Fees	\$360.00
Total The Ricks Group CPA's						\$360.00
USPS						
	Check	03/09/2022	debit card	stamps	Postage and Delivery	\$5.80
Total USPS						\$5.80
TOTAL						\$1,976.21

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Sample Way					
		Enforcement	Action Report	as of 9-Apr-22			
Address	Street	Issue	Courtesy Ltr Date	Follow up date	Notes	Warning Ltr date	Result
5460	Sample						
5465	Sample						
5470	Sample	Complaint of broken rear fence. Feb 2020. Again in Aug 2021. Update Fence partially blown over in Dec 2021.	4/12/2020, 9/11/2020 Aug 2021	10/15/2021	8/24/21 Fence leaning in many locations. Possible issue with the posts. Update 1/15/22 Fence partially removed. Work in progress. No change 3/5		continue to monitor
5475	Sample						
5480	Sample						
5485	Sample						
5490	Sample						
5495	Sample						
5505	Sample						
5510	Sample						
5515	Sample	Thistles and weeds in grass and rocks	email 7/13	8/1/2021	pend issue until Spring 22		
5515	Sample	Dead grass on south side			pend issue until Spring 22		
5515	Sample	paint peeling	email 4/12/22	6/15/2022			
5520	Sample						
5525	Sample						
5530	Sample						
5535	Sample	noxious weeds	email 4/27/2022	5/27/2022			
5540	Sample	dead grass in spots. Just need to monitor.					
5545	Sample	Fence blown over Dec. 2021			Clean up done. Waiting on repairs. No change 3/5 & 4/7		
5550	Sample						
5555	Sample	Fence blown over March / April 2022					
5560	Sample						
5565	Sample	Wind damaged roof					
5570	Sample	Need to submit on replacement tree			Will submit replacement tree options soon.		
5575	Sample						
5580	Sample						

		Flag Way					
		Enforcement action report		9-Apr-22			
Address	Street	Issue	Courtesy Ltr Date	Follow up date	Notes	Warning Ltr date	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, 5/5/22		Suggest we close issue as no visible changes in the last 2 1/2 years.
5465	Flag						
5470	Flag						
5475	Flag						
5480	Flag	Complainant of overnight parking on street. Grey Acura SUV.	C.Ltr. Email sent 2/16		He cleared out parking spot in garage. Ok 4/7/22		Close issue
5485	Flag						
5490	Flag						
5495	Flag						
5505	Flag						
5510	Flag	Complainant of overnight parking on street. Blue Ford SUV.	C.Ltr. Email sent 2/16		ok 3/3 & 4/7. Suggest we close issue		
5515	Flag						
5520	Flag						
5525	Flag	Complainant of overnight parking on street. Black ford 150 pick truck. Black SUV also started parking on street March 2022	C.Ltr. Email sent 2/15 & 4/21/22		Rec. many complaints over last 30 days.		cont. to monitor
5530	Flag						
5535	Flag						
5540	Flag						
5545	Flag						
5550	Flag						
5555	Flag						
5560	Flag	1. Complaint of 1/2 dead street tree (Summer of 2020).	email sent Aug 2021. Residents working on trimming out dead branches.		City forest dept. recommends waiting until next spring to see if comes back. Update 10/2 residents trimmed back dead branches.		cont. To monitor
5560	Flag						
5565	Flag						
5570	Flag	1. crumbly side walk 5/19			no change 10/2/2021 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	Fence blown over Dec 2021.			No signs of repairs, or clean up. No change 3/5 & 4/7		
5575	Flag						
5580	Flag						
5585	Flag						
5590	Flag	Fence blown over Dec 2021.			Clean up completed. Waiting on repairs. No Change 3/5 & 4/7		
5595	Flag						