

## Pinon Ranch HOA - Board Meeting Minutes

**Date:** May 17, 2022

**Time:** 7:00pm

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

**Attendees:** Amanda Brush, Randi Lynn Johnson, Jeff Hanson, Mitzi Higham, Molly Geronazzo, John Cotterman,

**Absent:** Amy Aranda

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

**April Minutes Accepted**

### **I. Board Member Comments:**

### **II. HOA Member Comments:**

### **III. Manager Report:**

#### Banking:

Deposits (Wells Fargo) \$606.00 April.

Account Balances of 4/30/2022: Checking account \$27,406.81, Savings (Replacement Reserves) \$11,057.70 and PayPal \$10.00.

1. April 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 4/30/2022, 1 member 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 10<sup>th</sup>.
4. Landscape Maintenance: CorBran's contract was renewed starting April 15th. CSU was about 4 days late in turning the water to the irrigation system back on (CSU was scheduled for April 27 but was delayed until about April 30<sup>th</sup>).

CorBran's finally got the irrigation going on May 10<sup>th</sup>, after many phone calls and emails. Note: in general, we try to get the irrigation system turned on around May 1<sup>st</sup>. This has been a very warm and dry winter, along with a lot of freezing weather still in April. Next year I recommend that we have CSU turn the water on no later than the 20<sup>th</sup>, to allow CorBran's enough time to the schedule the irrigation start up on or slightly before May 1<sup>st</sup>.

5. No snow removal was needed in April.
6. Jeff Hanson installed sod in the area where the tree was removed last year. Thank you, Jeff! We still need to reseed around the sidewalk repairs, etc. **Jeff offers to do the seeding as long as the HOA provides the dirt and seed.**
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). **There is \$176 remaining from last year.**
8. The Spring cleanup dumpster was delivered on April 21<sup>st</sup> and was full when the next week. Would suggest we do this every year.

#### **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:**

None.

#### **VI. New Business:**

None.

#### **VII. Architectural Review Committee:**

5440 Flag Way; Proposed solar array. **Randi, Amanda, John and Mitzi voted yes. Jeff abstains since it's his property. Approved with the condition that the conduit and equipment is painted to match the siding. Conditional Approval letter sent on 5/17/22.**

5545 Flag Way; Proposed screen door. Color brown. Randi, Amanda, Amy, Jeff and Molly voted yes via email. No reply from John. Mitzi abstains since it's her property. **Approval sent on 4/27/22.**

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 it's her property. **Approval letter sent on 4/7/22.**

5580 Flag Way; Remove overgrown Holly bush in front yard. Randi, Amanda, John and Mitzi voted yes via email, **Jeff and Molly vote yes in the meeting.** No reply from Jeff or Molly. Amy abstains since it's her property. **Approval letter sent on 5/17/22.**

5580 Sample Way; proposed retractable awning for back yard patio area: Amanda, Randi, Amy, Molly & John yes via email. **Jeff and Mitzi vote yes in meeting. Approval letter sent on 5/17/22.**

5545 Sample Way; proposed Greenspire Linden tree to be planted on the southwest part of their property. Amanda, Randi, Mitzi, Molly, John, and Jeff vote yes with conditions. The motion carries unanimously. The board suggests getting city approval to put it in the parking easement. If that's not possible, try to plant the tree more central (away from the property line). If these conditions are unfavorable, she is welcome to resubmit another proposal. *Conditional Approval letter sent on 5/17/22.*

## **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. Follow up inspections schedule for 5/16 or 5/17.

**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:***

Proposal for a kickoff summer cookout. June 3 in the Sample cul-de-sac.

The next HOA Board of Directors meeting will be on June 14th at 7:00 pm. Pi Bar patio or Amanda Brush's.

## Agenda Attachments

### April Expense Report

		Type	Date	Num	Memo	Account	Amount
Cisco Systems, Inc							
		Check	04/14/2022	auto	Monthly WebEx sub.	Computer and Internet Expenses	\$ 16.23
Total Cisco Systems, Inc							\$ 16.23
Corbran's Landscaping, LLC							
		Bill	04/15/2022	22257	April maint.	Lawn & Tree Maintenance	\$ 538.50
Total Corbran's Landscaping, LLC							\$ 538.50
GFL Environmental Inc							
		Bill	04/01/2022	54771884	April Trash & recycling.	Trash & recycling Expense	\$ 1,049.18
Total GFL Environmental Inc							\$ 1,049.18
<b>TOTAL</b>							<b>\$1,603.91</b>

### Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

A neighbor complained about Kelly Helms' (5590 Flag) raised garden. Her buckets are not part of the original approval. Amanda will ask Amy to connect with her.

A neighbor complained about cardboard in Jeff's driveway. Jeff says the car will be repaired (and cardboard removed) shortly.

The empty rental property (5495 Sample) has lots of weeds and needs lawn maintenance.

Flag Way							
Enforcement action report							
16-May-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						
5485	Flag						
5490	Flag						
5495	Flag						
5505	Flag						
5510	Flag						
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.			Fence replaced -		close issue
5570	Flag	Weeds in the rocks (new May 2022)					
5575	Flag						
5580	Flag						
5585	Flag	Weeds in the rocks (new May 2022)					
5590	Flag	Fence blown over Dec 2021.			Fence replaced -		close issue
5595	Flag						

		Sample Way					
		Enforcement	Action Report	as of 16-May-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	Weeds in the rocks (new 5/17)					
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			
		Lawn maint. Needed (5/17)					
5540	Sample	dead grass in spots. Just need to monitor.			pend issue until Spring 22		
5545	Sample	Fence blown over Dec. 2021			New fence installed May. Just waiting on staining to match existing		
5550	Sample						
5555	Sample	Fence blown over March / April 2022			repairs done.		Suggest we close issue
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						