

Pinon Ranch HOA - Board Meeting Minutes

Date: February 23, 2023

Time: 6:30pm

Place: 3.14 Pi Bar, 5152 Centennial Blvd.

Attendees: Amy Aranda, President; John Cotterman, Treasurer; Jeff Hanson, Member at large; Frank Hibbitts, Manager. Absent, Molly Geronazzo, Member at large.

Call to Order at 6:35, Confirm Quorum (a majority or 3),

Board voted 3-0 to accept the January minutes.

I. Board Member Comments:

None

II. HOA Member Comments:

None present.

III. Manager Report:

Banking:

Account Balances of 1/31/2023: Checking account \$23,734.03, Savings (Replacement Reserves) \$11,061.68 and PayPal \$10.00.

1. January Expenses (see attached).
2. As of 12/31/2022, 1 member has not paid their 2021 or 2022 HOA dues. This house is currently under foreclosure. Their trash service has been suspended until further notice. This member has not been seen or heard from since late 2020 / early 2021.
3. Invoices for the 2023 HOA assessments, and optional recycling services were emailed to the members on or about 1/1/2023, with a due date of 2-1-2023, late fee will be assessed on March 1, 2023, for those who have not paid. As of 2/14/2023, 14 members still need to pay.
4. Landscape Maintenance: CorBran's is handling this, need to get a renewal quote before contract expires on 3/31/23. Requested proposal from CorBran's on 2/12/2023. We are possibility getting another quote from Greener Grass Lawncare.
5. Snow removal this is being handled by member Dennis Delahoy, with Frank Hibbitts being the back up when he is gone.
6. Need to transfer \$267 to Social Fund and \$1100 to replacement reserves from last years budget surplus, as approved by the board last month. This will be done once we have collected the majority of our 2023 HOA dues.

IV. Webmaster Report:

Need to update board members and officers.

V. Old Business:

1. Need to confirm that Amy will also hold the position of Secretary if Molly does want to commit to that position. Board voted 3-0 that Amy will also hold the position of Secretary, until a replacement can be found.

VI. New Business:

1. According to our attorneys we need to update our bylaws due to changes in Colorado Law (HB22-1137) that were passed into law in 2022, that effect our collections, enforcement of bylaws & covenants and the conduct of meetings bylaws / policies. The Cost to update all three of these policies is \$495. The cost to just update our collection polices is \$225.

As a side note they will not handle any of our collections on past due accounts without an updated collection policy. **Management recommends that get all three polices updated so we are compliant with current Colorado Law. Our current budget for professional fees will cover this.**

Amy motion to accept. Jeff second. Motion passes with a 3-0 vote.

VII. Architectural Review Committee:

5555 Sample Way; 1. proposed Crabapple and Linden Street trees. 2. Need proposal and information on bushes and evergreen bushes / trees? Already planted in city right of way.

Some members have concerns that the unapproved landscape changes will cause visibility, safety issues and encroach into the public sidewalk and street.

Randi Motions to approve the two proposed trees, Mitzi 2nd, motion carries unanimously. Amanda requested that the Woods submit an architectural review plan for the parking easement plants. There's concern with the Mugo pines and barberry bushes growing too big. We may need to grant a conditional approval they be kept trimmed to less than 3' tall for visibility and pedestrian safety.

Approval letter sent on the two trees on 9/19/2022. Still waiting on member to submit plan and plant size and type information for the landscape changes in the "Right of Way". Amanda sent email on 10/12/2022, still waiting on a reply.

Jeff proposed painting the mailboxes. He's asking the post office if they can be painted. We need to take a close look the mailboxes during the next HOA walkthrough.

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, and again on August 20, 2022.

See attached Agenda attachments.

HOA walkthrough scheduled for Sunday 3/12/23 at 8am. With Sunday 3/19/23 as the alternate date in case of bad weather.

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 repair the two large cracks Navin this past Fall (2023), along with filling a lot of the cracks in the pavement, but still has much to do.

VIII. Community Events.

Social report:

None at this time.

The next HOA Board of Directors meeting will be on Tuesday March 14, 2023, at 6:30 at 3.14 Pi Bar, 5152 Centennial Blvd.

Meeting Adjoined at 7:17 pm

Agenda Attachments

January Expense Report

	Type	Date	Num	Memo	Account	Amount
Cisco Systems, Inc						
	Check	01/17/2023	auto	monthly webex	Computer and Internet Expenses	\$ 16.23
Total Cisco Systems, Inc						\$ 16.23
Dennis Delahoy (vendor)						
	Bill	01/17/2023	1-17	1-17 Snow removal & ice melt	Snow removal	\$ 85.00
	Bill	01/19/2023	1-19	1-19; part. snow removal & ice melt	Snow removal	\$ 60.00
	Bill	01/23/2023	1-23	1-23 snow & ice melt	Snow removal	\$ 85.00
	Bill	01/29/2023	1-29	1-29 snow	Snow removal	\$ 60.00
Total Dennis Delahoy (vendor)						\$ 290.00
DORA_Colo. Dept of Revenue						
	Check	01/03/2023	EFT	HOA renewal - DORA	Business Licenses and Permits	\$ 30.00
Total DORA_Colo. Dept of Revenue						\$ 30.00
eFileMyForms.com.						
	Check	01/15/2023	debit card	required 1099 filing.	Professional Fees	\$ 4.29
Total eFileMyForms.com.						\$ 4.29
GFL Environmental Inc						
	Bill	01/01/2023	59035563	Jan trash & recycling	Trash & recycling Expense	\$ 1,115.41
Total GFL Environmental Inc						\$ 1,115.41
Lowes						
	Check	01/05/2023	Debit Card	ice melt	Snow removal	\$ 48.63
Total Lowes						\$ 48.63
USPS						
	Check	01/04/2023	debit card	PO Box renewal 1 year	Postage and Delivery	\$ 182.00
Total USPS						\$ 182.00
TOTAL						\$ 1,686.56

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Flag Way					
		Enforcement action report		7-Jan-23			
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Result
5440	Flag						
5445	Flag						
5450	Flag						
5455	Flag						
5460	Flag						
5465	Flag						
5470	Flag						
5475	Flag	weeds and thistle in lawn			ok 9/19 & 10/11, Pend until spring		cont. to monitor
5480	Flag						
5485	Flag	need to trim low braches 9/19			no change 10/11/22 & 1/7/23		
5490	Flag						
5495	Flag						
5505	Flag						
5510	Flag						
5515	Flag						
5520	Flag						
5525	Flag	Need to plant 2 xeriscaping bushes to provide landing screening of existing elect. equip. on side of house.					
5530	Flag						
5535	Flag						
5540	Flag						
5545	Flag						
5550	Flag						
5555	Flag						
5560	Flag						
5565	Flag						
5570	Flag	crumbly side walk			Submitted request to city to replace this sidewalk on 8/10/20.		
5575	Flag	Weeds and dead grass (new June 2022)			Pend until spring 2023		
5580	Flag						
5585	Flag						
5590	Flag						
5595	Flag						

		Sample Way					
		Enforcement Action Report		as of 7-Jan-23			
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Result
5460	Sample						
5465	Sample						
5470	Sample						
5475	Sample						
5480	Sample						
5485	Sample						
5490	Sample						
5495	Sample						
5505	Sample						
5510	Sample						
5515	Sample						
5520	Sample						
5525	Sample						
5530	Sample						
5535	Sample	noxious w eeds	email 4/27/2022	No change 6/12, 7/12, 8/20,9/19 & 10/11 & 1/7/23	Submitted to City code enforcement 8/20 & 9/19. Case is on going w ith the city.		
		Law n maint. Needed (5/17)		No change 6/12, 7/12, 8/20,9/19 & 10/11 & 1/7/23			
5540	Sample						
5545	Sample	Need to stain new fence boards to match existing.		No change 6/12, 7/12 8/20 & 9/19 & 1/7	New fence installed May. Just w aiting on staining to match existing		
5550	Sample						
5555	Sample	landscape changes only partly approved (2 trees approved, bushes have not been approved).		No change 6/12, 7/12, 8/20, 9/19 & 10/11	Waiting on submital of plant details.		
5560	Sample						
5565	Sample						
5570	Sample						
5575	Sample	Need to trim branches and bushes encroaching on sidew alk			Better on 10/11, still needs work. No Change 1/7/2023		
5575	Sample	Tentants consistanly blocking sidew alk in voilation of city code and parking bylaw s, at times is forces pedresation into the street.					
5580	Sample						