

Pinon Ranch HOA - Board Meeting Minutes

Date: March 14, 2023

Time: 6:30pm

Place: 3.14 Pi Bar, 5152 Centennial Blvd.

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

Call to Order at 6:40pm. Confirm Quorum present (a majority or 3), Accept minutes from February

John motions to accept minutes, motion passes 4-0.

I. Board Member Comments:

Amy received a complaint about the short-term rental (STR) at 5575 Sample Way. Per city ordinance owner occupied, part time STR's are allowed for up to 180 days per year with a valid permit, provided they are allowed in the HOA covenants. Currently our covenants do have any restrictions against STR's or rentals in general. The owner of 5575 Sample Way has mentioned that he has switched to mid-terms rentals (30 days or longer) starting in January which is allowable per city ordinance and our covenants. Note: the complainant does have the right to file a complaint directly with city code enforcement, if they feel there was a violation of this ordinance.

II. HOA Member Comments:

None present.

III. Manager Report:

Banking:

Account Balances of 2/28/2023: Checking account \$33,097.07, Savings (Replacement Reserves) \$11,062.95 and PayPal \$10.00.

1. February 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 3/11/2023, 4 members still need to pay.
4. Landscape Maintenance: CorBran's submitted renewal proposal for 4/1/2023 to 3/31/2024. We also received another quote from Greener Grass Lawncare. see New Business
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:

V. Old Business:

We have now been informed by our attorneys that we don't not need to update our Collection Policy since we except from this due to the fact that we are a limited expense HOA. This will save us the cost and additional time required to comply with this burdensome requirement.

VI. New Business:

Landscape maintenance proposals:

1. Our current contactor CorBran's proposal for 4/1/23 to 3/31/204 is for \$3955. This is a modest 5% cost (\$185.50) increase over their 2022 contract.
- 2.
3. GREENER GRASS LAWN CARE INC, proposal is \$5880.

Note we budgeted a 6% increase, so our budget will cover the CorBran's proposal but not Greener Grass Lawn Care, bid which is \$1925 more than the CorBran's proposal. *Management recommends approval that we continue with CorBran's. Who has been servicing our HOA for over 15 years, and we need to start the landscape maintenance, in April.*

Jeff motions that we accept CorBran's proposal over Greener Grass Lawn care more expensive proposal. Motion passes 4-0.

VII. Architectural Review Committee:

5555 Sample Way. Amy sent an email on 2/2/23, asking for details and a plan on the relocation of the barberry bushes and the possible relocation of the Mugo pines and Norway Spruce that were planted in the right of way without prior HOA approval,

5595 Flag Way; replacement tree - Brandy Wine Maple.

Jeff motioned, Motioned passed 3-0, with John abstaining.

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 March 12, 2023. 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 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:

Nothing currently.

The next HOA Board of Directors meeting will be on (April 26th at 6:30) at 3.14 Pi Bar, 5152 Centennial Blvd

Meeting adjourned at 7:24pm.

Agenda Attachments

February Expense Report

	Type	Date	Num	Memo	Account	Amount
6510 Property Management						
	Bill	02/01/2023	49a	mgt fee Dec, Jan & Feb	Administrative Services	\$ 615.00
	Bill	02/01/2023	49a	Trash mgt fee Dec, Jan & Feb	Trash & recycling admin.	\$ 164.39
	Bill	02/01/2023	49a	2 Title Co ltrs & acct.	Administrative Services	\$ 170.00
	Bill	02/01/2023	49a	Del. statement and Jan minutes	Administrative Services	\$ 42.00
	Bill	02/01/2023	49a	Snow & Ice removal, 1-2, 1-3, 12-17, 1-5	Snow removal	\$ 290.00
Total 6510 Property Management						\$ 1,281.39
City of CS Storm Water						
	Bill	02/01/2023		Storm Water Jan to Dec 2023	Utilities	\$ 185.76
Total City of CS Storm Water						\$ 185.76
GFL Environmental Inc						
	Bill	02/01/2023	0059411995	Feb trash & recycling	Trash & recycling Expense	\$ 1,115.41
Total GFL Environmental Inc						\$ 1,115.41
TOTAL						\$ 2,582.56

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Sample Way					
		Enforcement Action Report		as of 12-Mar-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	trim low hanging tree branch over sidewalk					
5510	Sample	trim bushes in right of way, down to 3 feet					
5515	Sample						
5520	Sample						
5525	Sample						
5530	Sample						
5535	Sample	noxious weeds	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 with 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, 3/12	New fence installed May. Just waiting 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 & 3/12	Waiting on submittal of plant details.		
5560	Sample						
5565	Sample						
5570	Sample						
5575	Sample	Need to trim branches and bushes encroaching on sidewalk			Better on 10/11, still needs work. No Change 1/7/2023 & 3/12		
5575	Sample	Tentants consistantly blocking sidewalk in violation of city code and parking bylaw s, at times is forces pedresation into the street.					
5580	Sample						

Flag Way							
Enforcement action report							
12-Mar-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 branches 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.			no change on 3/12		
5530	Flag						
5535	Flag						
5540	Flag						
5545	Flag						
5550	Flag						
5555	Flag						
5560	Flag						
5565	Flag						
5570	Flag	crumbly sidewalk			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						