

# **Pinon Ranch HOA - Board Meeting Minutes**

Date: August 23, 2023

Time: 6:00pm

Place: Starbucks 3239 Centennial Blvd.

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

**Call to Order at 6:12, Confirm Quorum (a majority or 3), Board approved minutes from July.**

**I. Board Member Comments: None**

**II. HOA Member Comments: None present**

**III. Manager Report:**

Banking:

Account Balances of 7/31/2023: Checking account \$28,461.24, Savings (Replacement Reserves) \$11,069.91 and PayPal \$10.00.

1. July expenses (see attached).
2. As of 7/14/2023, 1 member has not paid their 2021, 2022 or 2023 HOA dues. This house was in foreclosure, until recently, but the foreclosure action was cured so they withdrew the proceedings. This property is also current on their property taxes. Their trash service has been suspended until further notice. This member has not been seen or heard from since late 2020 / early 2021. This matter has been turned over to our attorneys to start the collection process and file a lien on the property if he does not respond to the final demand for payment.
3. All the rest of the HOA members have paid their 2023 HOA assessments, and optional recycling.
4. Landscape Maintenance: CorBran's is currently handling this.
5. \$267 in cash was transfer to the Social Fund.
6. USI, our insurance broker since 2017 has notified us that they will discontinue being our broker. We have contacted our former Insurance agency American Family for a quote for next year policy.

**IV. Webmaster Report:**

## **V. Old Business:**

*We also need to consider coming up with 3 preapproved landscape plans from as mentioned in the new law.*

Associations may select from the Colorado State University Extension Plant Select organization's "downloadable designs" list, or from a municipality, utility or other entity that creates such garden designs.

## **VI. New Business:**

1. Received a bid to repair and re-stain the HOA fence from Back to Life Deck & Fence company for \$3500. This bid includes replacing 10 boards and re-staining the fence with one coat of Sherwin Williams Deck and Dock stain, same color as before. *Note:* they have done this work for in the past back in 2014 and again in 2019. Motion passes 3-0.

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

5445 Flag Way proposed side and back yard sidewalk. The board approved with 3-0 vote.

5480 Sample Way: *is proposing the following:*

1. Remove the existing east facing wood fence. That's on the North side of the house.
2. Extend the existing 6-foot wood fence along the property line about 14 feet further East.
3. Add a new rod iron fence about 6 foot tall from the Northeast corner of the house over to the new extended wood fence.
4. Add a couple of raised garden beds with trellis for growing grape vines.

The board approved with a 3-0 vote.

Jeff proposed painting the mailboxes. He's asking the post office if they can be painted. We need to take a close look at 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 July 9, 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:***

HOA ice cream social scheduled for Friday Aug 25 at 6:30 in front of 5505 Sample Way.

*The next HOA Board of Directors meeting will be on Wednesday September 27 at 6:00. At Starbucks 3239 Centennial Blvd.*

Agenda Attachments

July Expense Report

	<b>Type</b>	<b>Date</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
<b>Colo Spgs Utilities</b>					
	Bill	07/20/2023	8263 CF	Utilities	\$ 570.15
	Bill	07/20/2023	29 days connection fee	Utilities	\$ 53.50
	Bill	07/20/2023	Storm Water fee	Utilities	\$ 31.44
Total Colo Spgs Utilities					\$ 655.09
<b>Corbran's Landscaping, LLC</b>					
	Bill	07/15/2023	monthly maint.	Law n & Tree Maintenance	\$ 565.00
Total Corbran's Landscaping, LLC					\$ 565.00
<b>Republic Services</b>					
	Bill	07/01/2023	July trash & recycling	Trash & recycling Expense	\$ 1,130.46
Total Republic Services					\$ 1,130.46
<b>TOTAL</b>					<b>\$ 2,350.55</b>

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Flag Way					
		Enforcement action report		20-Aug-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	Dead spots in lawn 6/11					
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	w eeds					
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 & 6/11		
5525	Flag	w eeds					
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						
5580	Flag						
5585	Flag	Weeds in rocks					
5590	Flag	Weeds in rocks front and back yard					
5595	Flag						

		Sample Way					
		Enforcement Action Report		as of 20-Aug-23			
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Result
5460	Sample						
5465	Sample						
5470	Sample						
5475	Sample	Garage door and trim needs paint (new 7/23)					
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	weeds					
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	Weeds mowed down in August		continue to monitor
		Law n maint. Needed (5/17)		No change 6/20 & 8/20			
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 & 8/20/23	New fence installed May. Just waiting on staining to match existing		
5550	Sample	weeds					
5555	Sample	weeds					
5555	Sample	Broken fence and gate (New June 2023)		no change 8/20			
5560	Sample						
5565	Sample						
5570	Sample						
5575	Sample	weeds			Most of the weeds removed or cut down 8/19. More work still needed		cont. to monitor
5575	Sample	Tenants consistently blocking sidewalk in violation of city code and parking bylaws, at times is forces pedestrians into the street.			no change 6/20. 7/9/23 getting better, 8/20 still an intermittent issue		cont. to monitor
5580	Sample						