

Pinon Ranch HOA - Board Meeting Minutes

Date: September 21, 2023

Time: 6:00pm

Place: Starbucks 3239 Centennial Blvd.

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

Called to Order at 6:10pm, Confirmed Quorum, Motion to Accept minutes from August, passes 3-0.

I. Board Member Comments: John mentions that the second page of the trash policy was hard to read. It was noted that this policy will need to be updated with the signing of a new trash vendor contract.

II. HOA Member Comments: None present.

III. Manager Report:

Banking:

Account Balances of 8/31/2023: Checking account \$22,704.85, Savings (Replacement Reserves) \$11,071.32 and PayPal \$10.00.

1. August expenses (see attached).
2. As of 9/21/2023, 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 they 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. HOA fence staining and repairs schedule for this fall. Notices have been sent to members whose property borders the HOA fence.

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.

Motion to table to a future meeting, passed 3-0

VI. New Business:

1. Insurance. American Family insurance proposal for Property, General Liability and Directors and Officers Liability is: \$1990.31. Proposal attached. The board approved with 3-0 vote.
2. Trash and Recycling service for 2024, we received proposal from our current vendor Republic Service and Carefree Disposal. Details below:

2024 Pinon Ranch HOA trash service							
Rate comparisons							
Republic services (see attached proposal)							
Vendor	Service	Monthly Cost	10% HOA mark up	Total Monthly cost	Total Yearly Cost	Yearly rates rounded to the nearest dollar	
Republic services	Trash (1x week / 96 Gallon container)	\$16.16	\$1.62	\$17.78	\$213.31	\$213	
Republic services	Recycling (1x week 64 Gallon)	\$ 8.65	\$0.87	\$9.52	\$114.18	\$114	
Total monthly Trash & F				\$27.29	\$327.49	\$327	

Note 1: this is based on a 36 month agreement. Note, the above price are a 5.5 to 7.5 % increase over 2023. Our 2023 rates for trash was \$198 and \$108 for recycling.

Rates for Carefree Disposal

		Monthly Cost	10% HOA mark up	Total Monthly cost	Total Yearly Cost	Yearly rates rounded to the nearest dollar	
Carefree (opt 1)	Trash & Recycling (1x week / 65 or 95 GAL)	\$20.00	\$2.00	\$22.00	\$264.00	\$ 264	
Carefree (opt2_trash only)	Trash only (1x week /95)	\$15.00	\$1.50	\$16.50	\$198.00	\$ 198	

Note 1: this is based on a 12 to 36 month agreement. Our 2023 rates for trash was \$198 and \$108 for recycling. So for those who do both trash and the recycling, Opt 1 would be a saving of \$42 over the 2023 rates.

Note 2: With the trash only option, it would cost our members \$120 per year for recycling paid directly to Carefree. So for those who recycling the trash only option would cost them \$66 more per year, than option 1 that combines trash and recycling.

Motion was tabled pending further information with possible vote via email.

VII. Architectural Review Committee:

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. There was discussion about setting up a yearly schedule for HOA walkthroughs. See attached Agenda attachments for enforcement log.

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:

- Annual meeting of the members will be on Wednesday November 29th at 6:00. At the Fire Station community room, located at 6830 Hadler View, CS CO 80919.
- The next HOA Board of Directors meeting will be on Tuesday October 24 at 6:00 at Starbucks 3239 Centennial Blvd.
- HOA Ice cream social scheduled for October 1, 2023, at 4:30. Details to be emailed to the members.

Agenda Attachments

August Expense Report

	Type	Date	Memo	Account	Amount
Altitude Community Law					
	Bill	08/01/2023	Xeriscape policy to comply w ith State law	Professional Fees	\$ 495.00
	Bill	08/01/2023	Lien package - 5535 Sample Way	Professional Fees	\$ 325.00
Total Altitude Community Law					\$ 820.00
Colo Spgs Utilities					
	Bill	08/21/2023	6729 CF	Utilities	\$ 464.30
	Bill	08/21/2023	32 days service charge	Utilities	\$ 59.04
Total Colo Spgs Utilities					\$ 523.34
Colorado Sec. of State					
	Check	08/07/2023	Yearly required report	Business Licenses and Permits	\$ 10.00
Total Colorado Sec. of State					\$ 10.00
Corbran's Landscaping, LLC					
	Bill	08/15/2023	monthly maint.	Law n & Tree Maintenance	\$ 565.00
	Bill	08/15/2023	replaced 1 spray head & 1 nozzle	Irrigation equipment repairs	\$ 115.00
Total Corbran's Landscaping, LLC					\$ 680.00
Pinon Ranch Social Fund					
	Check	08/23/2023	Cash transfer to social fund	Social Fund	\$ 267.00
Total Pinon Ranch Social Fund					\$ 267.00
Republic Services					
	Bill	08/01/2023	August trash & recycling	Trash & recycling Expense	\$ 1,130.43
Total Republic Services					\$ 1,130.43
Staples					
	Check	08/23/2023	Copies, Xeriscape policy & agendas,	Printing and Reproduction	\$ 6.54
Total Staples					\$ 6.54
TOTAL					\$3,437.31

Neighborhood covenant and bylaws enforcement - Inspection Report and Log:

		Flag Way					
		Enforcement action report		21-Sep-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.	7/24/2023		no change on 3/12 & 6/11		discussions on going
5525	Flag	w eeds	7/24/2023				discussions on going
5530	Flag						
5535	Flag						
5540	Flag						
5545	Flag						
5550	Flag	w eeds	9/5/2023	10/5/2023			
5555	Flag						
5560	Flag						
5565	Flag						
5570	Flag	w eeds	9/5/2023	10/5/2023			
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	9/5/2023	10/5/2023			
5595	Flag						

		Sample Way					
		Enforcement Action Report		as of 21-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)	email July 2023				
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	9/5/2023	10/5/2023			
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)		9/20/2023	dead spots reseeded		continue to monitor
5540	Sample						
5545	Sample	Need to stain new fence boards to match existing.	Emailed in Spring 2023	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		Discussion on going with residents
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						