



Tuesday, November 8, 2016 Annual Membership Meeting Minutes

CALL TO ORDER

Arlene Armata called the meeting to order at 7:00pm. Directors present were: Arlene Armata, Claudia Heslin, Sandy Haworth and Barb Saenger.

INTRODUCTION OF BOARD OF DIRECTORS

Arlene Armata introduced the Board members and welcomed all guests.

ESTABLISH QUORUM

A quorum was established. There were 13 homeowners present in addition to the 4 Board members, and there were 17 proxies received.

APPROVAL OF MINUTES

November 10, 2015 Annual Meeting

MOTION: The motion was made, seconded and passed to approve the November 10, 2016 Annual Meeting minutes.

FINANCIALS

Treasurer Barb Saenger reviewed the **PR HOA 2016 Budget vs Actual Expenses** document.

- * We are below budget in many areas as a result of cost cutting measures; for example, communications by email blasts have reduced costs for copies and postage.
- * Barb noted that for Fire Mitigation \$8,000 was budgeted, and only \$5,101 was spent because of the grants and donations we received. The Ridge still owes us \$400. \$2,000 of an excess 2016 budgeted amount will be allocated to Fire Mitigation for 2017, for a total of \$10,000 that is beneficial for matching grant funds.
- * By year end, we expect to have extra money; Barb would like to move \$8,000 in our Reserves.

MOTION: Claudia made a motion to move \$8,000 into our Reserve Fund if the trend continues; Sandy seconded the motion; all were in favor, so moved motion passed.

* In the **PineRidge 2017 Proposed Budget**, Management was removed since we are now self managing. We have signed a snow removal contract for the streets with Frank's Finish Grading, the vendor we have used for several years.

MOTION: Loyd Saenger made a motion to approve and accept the 2017 budget by affirmation. This was seconded, and there being no opposition, the moved motion was passed.

* **Reserve Account**

* Barb commented that it is looking good.

* Homeowner Michael Flannery asked about the Repairs – Concrete; Barb explained that this is for repairs of the sidewalks, curbs and gutters.

* Barb also explained about having the crack fill along the edges of all the streets done in October.

* Mailbox replacement was previously extended to 2022, but they may need to be replaced before then, as the large doors are on a single hinge, and they are very weak. Barb will start evaluating options. We will have mailbox repairs done whenever they break beyond repair.

* There was a discussion on the amount of money in the Reserve Account and moving some into CDs to earn interest.

* **MOTION:** Claudia moved to transfer \$15,000 – \$20,000 into a CD for 24 months; Sandy seconded the motion; all were in favor, so moved motion passed.

Loyd Saenger suggested “laddering” this; Barb will look into this with Key Bank.

* Homeowner Flannery asked what the goal of the Reserve Account is, why it's being done this way, etc. Barb explained and also told him that we have a 2007 Reserve Study and have been following that. State regulations mandate we have a Reserve Account, and the State dictates when, where and how we can use this Account. The homeowner is of the opinion that the Reserves should be part of the 5% Operating Budget. Barb suggested he submit a different method that we could evaluate during a planning session.

OLD & NEW BUSINESS

STREETS – MAINTENANCE & SNOW REMOVAL

* Barb and Arlene will look at the drain and cover in PineRidge Court; it appears to be a result of Villa Carriage rerouting drainage from a building and might be a Villa Carriage responsibility for repair and replacement.

* Homeowner Gene Owen suggested that we ask that the snow plow driver first plow around the edges of the cul de sacs so residents can get out of their driveways.

* For removal of snow from sidewalks, paths and driveways, it appears that Villa Carriage will not be contracting with the same vendor we use for the plowing of our streets. Therefore, the PineRidge/Villa Carriage Snow Procedure has been revised to cover only PineRidge street plowing and removal of the piles of snow from the cul de sacs.

Our contractor for removal of the snow piles in the cul de sacs continues to be Designscares.

WELCOME LETTER

- * The Board has developed a letter that will be given to new residents, welcoming them to the PineRidge community and including some information about PineRidge. Included are: the Board's structure, its responsibilities, when and where it meets, payment of dues, the ACH form and how to process it, along with paragraphs about Villa Carriage and Life Style Boards. We also included when trash is collected, dog owner responsibilities, mail delivery, snow removal and other helpful information.
- * The attachment to the letter will be posted on cpnhoa.org under PineRidge.

OPEN SPACE & MAIL KIOSK

* Goat Fire Mitigation Project – the 2016 project was very successful. As a result, Einar of South Metro Fire has recommended us for a national award. Barb continues to apply for grants and partnerships. The City is budgeting \$5,000 for our 2017 project. Barb is to meet this Thursday (November 10) with Einar and representatives of Allstate Insurance.

* Mail Kiosk – The Board developed a procedure for mailbox issues, primarily lost keys and broken doors. Lost keys are costly.

The following sign will be posted in the Mail Kiosk:

ARE YOU HAVING PROBLEMS WITH YOUR MAILBOX?
CONTACT pineridge-president@cpnhoa.org.

MOTION: Barb Saenger made a motion to charge \$15 for replacing lost keys; Barbara Schenk seconded the motion; all approved, so moved motion passed.

* Sondra Barry suggested a reminder for residents to respect speed limit and stop signs and speed bumps. Sandy suggested this could be put into the next newsletter.

BOARD EMAILS

The PineRidge Board will no longer use personal email addresses for Board communications; emails will now flow through the cpnhoa.org website to provide continuity and protection. The email addresses as listed on the website are: pineridge-president@cpnhoa.org, pineridge-vp@cpnhoa.org, pineridge-treasurer@cpnhoa.org, pineridge-secretary@cpnhoa.org and pineridge-directors@cpnhoa.org.

HOLIDAY LIGHTING

\$1,000 is budgeted for Holiday Lighting. We have some LED lights that were installed last year on the pines at the Mail Kiosk corner; the rest of the lights are old and should be discarded. Arlene will gather suggestions for different decoration ideas. Suggestions given from the floor: big colored spotlights at the entrances; buy 2 new

wreaths for the west entrance; LED lights, more lights, something done at the monuments – perhaps outline them with rope lighting.

OPEN FORUM

Smoke Detectors: A safety issue was brought to our attention by homeowner Barbara Schenk. When she requested South Metro firemen replace the batteries in her smoke detectors, which they do for seniors, they informed her that smoke detectors have a 10 - 15 year life and should be replaced. Tests show the batteries and alarms work, but the smoke sensors do not. The firemen told her there are new smoke detectors with lithium batteries that last for 10 years, and they recommended residents purchase this type and have them installed.

Barb Saenger will send an email blast to all residents with this information. Sandy suggested it also be in the next newsletter.

ELECTION OF DIRECTORS

MOTION: Homeowner Loyd Saenger moved that the four current members on the PineRidge Board be re-elected to serve another term and this Board can appoint someone to fill the 5th slot. The motion was seconded; all were in favor, so moved motion was passed.

HOLIDAY PARTY

Sondra Barry announced that she will be organizing the Holiday Party, which will be at The Ridge with the date and time to be determined.

There being no more business, the meeting was adjourned at 8:26pm.

Respectfully submitted,

Arlene Armata
President