



COMMUNICATION - TRANSPARENCY - COLLABORATION

Minutes of the PineRidge HOA Board Meeting

**Tuesday, February 12, 2019 7:00 PM
Castle Pines North Community Center
7404 Yorkshire Drive, Castle Pines**

Call to Order:

Arlene Armata called the meeting to order at 7:00 pm. Board members present were Arlene Armata, Barbara Saenger, Dennis Valentine, and Bob Brown. A quorum was established.

New Mail Boxes:

Michael Page of Page Specialty Company gave a presentation on the new standards for post office community mail boxes describing their new security features. He answered questions from the Board and members and then was excused from the meeting.

Minutes of the Annual Meeting of the PineRidge Directors:

Minutes of the annual meeting of the directors held on November 21, 2018 were previously approved by the Board and are on the CPNHOA.org website. All minutes and financials are approved by the Board within a few weeks of preparation and posted on the website.

Financials:

Barbara reported that we needed to add a copy of the recent audit to our website pursuant to statutory disclosure requirements. She reported the January financial transactions and recommended the transfer of excess operating funds to our reserve account to take advantage in interest earned in that money market account. Arlene moved that the Board approve the January financial transactions. Dennis seconded the motion, and the motion passed unanimously. Dennis moved that we close the operating account at UMB and transfer the remaining funds to our UMB reserve account and reduce our First Bank operating account from approximately \$23,000 to \$18,000 and transfer the balance to our UMB reserve account. Barbara seconded the motion, and the motion passed unanimously.

Barbara reported on two late submissions of dues and requested a waiver of late fees. The first case involved a new resident who mistakenly submitted the dues to Villa Carriage HOA. Arlene moved that we waive the late fees. Barbara seconded the motion, and the motion passed unanimously. The second case involved a returned check for prepaid annual dues which was immediately resolved. Dennis moved that we waive the late fees. Barbara seconded the motion, and the motion passed on a vote of 3 to 1.

Old Business:

1. **Tree Damage:** Dennis reported that the home owner who caused the tree damage has met with two members of the Board and agreed to reimburse the HOA for costs incurred. A special assessment will be issued to the homeowner when all bills are paid.

Remediation of the tree canopy by SavATree arborists was completed on February 5, 2019.

2. Holiday Party: Arlene said the party went well, but that we had 15 no shows which cost the HOA approximately \$500. Since we pay based upon RSVPs and our initial reservations, we need to make sure our count is as accurate as possible.

New Business:

1. Snow Plowing and Snow Removal: Arlene led a general discussion of the snow removal issues that have occurred this year.
2. Fire Mitigation 2019: Barbara noted that pursuant to our Community Wildfire Protection Plan we budget a minimum of \$5,000 each year for fire mitigation. After a general discussion of the benefits and costs of the goat mitigation project, Arlene moved that we have a reduced schedule of five days of goat mitigation this coming year. Bob seconded the motion which passed unanimously.
3. Vendor Contract Renewals:
Dennis moved that we renew our contract with Arbor Gardens to spray approximately 150 trees at the entrances and in the open space adjoining residences to prevent beetle infestation at a cost of approximately \$1,500. Arlene seconded the motion which passed unanimously.

Arlene moved that we renew our contract with Dale Weidner to do the 2019 tax returns at an approximate cost of \$350. Barbara seconded the motion which passed unanimously.

Barbara will check on the cost of adding insurance coverage for the mail kiosk and new mail boxes to our existing policy that is due to renew in March 2019.

4. Landscaping Maintenance: Barbara reported on the need for agreements with Lifestyle HOA and Villa Carriage HOA to cover minor landscaping areas owned by PineRidge HOA that those two HOAs will be maintaining. Barbara will check on repairing the cracked asphalt at the mail kiosk.
5. New Policies: Arlene read to the membership each of the proposed new policies.
Parking Policy and Procedure: Barbara moved that we adopt the revised Street Parking Policy to clarify the warning and enforcement process. Dennis seconded the motion which passed unanimously.

Personal Identifying Information Policy and Procedure: Barbara moved that we adopt the new Personal Identifying Information policy to comply with recent changes in Colorado law and state how the PineRidge HOA protects such information. Arlene seconded the motion which passed unanimously.

Open Space Policy and Procedures: Barbara moved that we adopt the Open Space Policy and Procedures to clarify the procedures used to protect our open space. Arlene seconded the motion which passed unanimously.

These policies will be posted on the CPNHOA.org website.

6. Joint Meeting of PineRidge, Villa Carriage, and Lifestyle Boards: Arlene will invite the Boards or their representatives to a joint meeting.

Open Forum:

Don VanPutten explained the proposed work on water drainage into the open space from the wall that the Lifestyle HOA is considering and invited members to attend the HOA meeting on Wednesday, February 20, 2019.

There being no other business, the meeting was adjourned at 8:55 pm.

Submitted by:
Dennis Valentine
Secretary

