

# CASTLE PINES NORTH ASSOCIATION, INC.

## Board of Directors Meeting

June 17, 2010 7:00pm Community Center

### MINUTES

The meeting was called to order at 7:01pm by President Steve Labossiere.

**Directors Present:** Jack Zelkin, Joan Millspaugh, Larry Cook, Steve Labossiere

**Directors Absent:** Anna Mallinson, Jim Steavpack

**Delegates Present:** Al Whitehouse (Hidden Pointe); Dick Lichtenheld (HOA #1); Keith Dodd (Forest Park); Kim Hoffman (Bristlecone Single-Family)

**Delegates Absent:** Alison Gibbens (HOA #2); Brian Moe (Stonecroft); Carol Padilla (Briarcliff); David Necker (former South Lynx communities); Don Van Putten (Pine Ridge); Gail Stehlik (Retreat); Lin Wu (Tapestry Hills); Maureen Shul (BrambleRidge); Mike Henry (Winterberry)

**Alternate Delegates Present:** Eva Mitchell (HOA #1)

**Homeowners Present:** David Thomas (Claremont); Edward & Nancy Wilt (Claremont); Laurie Goldey (Huntington);

**Management Company Representatives Present:** Barbara Finch, Garry Schaffer

**Others Present:** Kevin Bruer (CERT); Kyra Hahn (Castle Pines Library), Ted Lohr.

Two agenda modifications:

- Move the Candidate Selection Report to immediately after homeowner input
- Jack wanted to speak for a moment

*Larry moved to approve the agenda as modified; Joan seconded; there was no further discussion and the motion passed with a unanimous vote.*

Steve reminded everyone to sign in, and encouraged people to speak up if they have input at any point during the meeting.

*Jack moved to authorize Barbara to send out email reminders for CERT meetings held the 1<sup>st</sup> Tuesday of each month; Joan seconded; there was no further discussion and the motion passed with a unanimous vote.*

Discussion: concerns voiced by Claremont homeowners Ned and Nancy Wilt and Dave Thomas concerning recent inspections of the communities.

- Preliminary inspection report, including addresses, was made public. (*Clarification made at meeting: This was sent to Delegates at the Direction of the Board as part of the meeting packet. Claremont and Huntington are unique in that each homeowner represents themselves (no delegate) so each homeowner received the preliminary inspection report. Board's decision: inspection reports are not to be included in future meeting packets to Delegates.*)
- Notes on pictures said weeds: these are natural prairie grasses, not weeds
- Mr. Wilt was visited last year by a man saying he represented the Master Association and that the homeowner had to eradicate yellow clover on his property. Homeowner spent a lot of money to remove the yellow clover, which is throughout the community. (*Clarification: Board asked who the man had been, Mr. Wilt did not know, there was no documentation provided to the homeowner regarding this issue.*)
- Residents are very upset; several areas were granted exceptions to keep a natural look on their acreage to save water.
- Community feels the inspections were retribution for demanding to only be held to the Covenants and not new rules.
- Whoever took the pictures had to trespass on property to get them. (*Clarification requested from Board to Barbara: all inspection photos are taken from inside the car on a public street.*)
- Does every home in the community get inspected without notice and with pictures? (*Response: Yes, other communities have random inspections and use pictures to document inspections.*)
- In February the community felt they had good communication with the Board. (*Clarification: the 26 pages were preliminary suggestions for ideas for new rules; the committee, made up of volunteers solicited from both communities, had only had one meeting at that time.*) After the meeting everyone wondered how the rules would be handled going forward.
- When the Board feels there is a violation they should personally contact the homeowner and ask permission to take pictures, then give the picture to the homeowner. This should not be made public. (*Board decision was that violations will not be included in future meeting packets to Delegates.*)
- The Board should request that the issue be changed or fixed. This should be between the Master Association/management company and the homeowner.
- Need a professional to do the inspections, someone who can tell a weed from prairie grass, and the inspector should be from the community.
- Same rules should apply to the common areas that apply to private property
- Inspections have never been done before, why are they necessary now?
- Discussions in the community about the management company.
- The management company was directed by the Master Board to conduct inspections.
- Should have put a note in each mailbox telling homeowners inspections would be done.
- Legal counsel at the earlier meeting said Master Association was not the HOA for these two communities, but was the HOA over the entire community. If the Master Board is not conducting inspections throughout the Master Association, they cannot conduct inspections in these two communities.

Steve (to resolve comments):

- Board will write a letter to the community
- Policies for inspections will be explained
- Letter will make it clear how things will be handled in the future
- Letter will include apology
- Master Board will clarify that they are the HOA for the two communities and that they may conduct inspections in those two communities.

Jack: After a great deal of thought, he notified the Board prior to the effective date of his resignation there were too many things happening in the Master Association and he needed to stay. The Board welcomed him back.

Joan announced the Candidate Selection Committee unanimously presented Keith Dodd to be appointed to the Board. All the candidates were thanked for their willingness to be involved in the community, and will be invited to join committees and stay involved.

*Joan moved to appoint Keith Dodd to fill the vacancy on the Master Board; Larry seconded; there was no further discussion and the motion passed with a unanimous vote. Keith was immediately seated on the Board.*

Jack read the commitment document, and Keith signed.

Efforts continue between the City, Metro District, Master Association and Parks Authority to renegotiate the agreement to eliminate the requirement for the Master Association to be the major funding source for parks.

The Metro District has set aside funds to provide free irrigation audits for citizens of Castle Pines North. Will be distributed on a first-come, first-serve basis. Those who do not receive the audits this year will go on next year's list. They will adjust controls, timing, etc., and give ideas on how to save water.

Kim Hoffman reported the City of Castle Pines North has a new interim City Manager; that the URA continues to be a point of serious interest; and the city continues to have good discussions with the Metro District.

A letter will be sent to the Presidents of the HOA's to get input for their pages on the new website. Kim Hoffman reported the Chamber of Commerce and Economic Development Council are also building new websites and suggested perhaps there could be some teaming up. Discussion: sending the letter to the Delegates as well as the Presidents. *The Board agreed by acclamation.*

Discussion: Someone will need to man the booth on July 2. Joan said she could probably man it for some of the time; that the Board needs to figure out what they will do with the booth.

Jack appointed Keith Dodd to the Delegate Involvement Committee. Every Delegate gets notice of meetings, but only the same people show up each month. For the Master to serve the community they need to find ways to get Delegates to show up and participate.

Larry reported the Committee for Use of City Repayment Funds consists of himself, Nancy Wilt, Suki Fitzgerald, Keith Dodd, and Anna. They have had their first meeting, and have 14-15 ideas on how to spend the money for the betterment of the community. He invited anyone with ideas on who has ideas to contact a committee member.

Meetings with Sub-HOA's: Joan reported they have met with 4, plus Anna briefed hers. Meetings with 2 others are on the calendar. Many have not contacted the Board. Board members encouraged to ask their HOA's to contact the Board. Barbara was asked to make calls to the HOA's who haven't scheduled to try to get them on the calendar.

The Chamber of Commerce will be invited to the next meeting to discuss the Master Association being a lifetime Founding Member of the Chamber.

Garry will work on the revision of the policy for inspection and copying of records for the July 15 meeting.

Steve will address the issue of the Royal Hill entrance sign at the next Metro District meeting. Most important: getting the sign fixed; worry about who will pay for it later.

Steve reported he is still working with the audit company to get everything finalized for the 2008 audit and financials. This must be done right, but it's taking longer than anyone expected.

Kim Hoffman said the City is still interested in finding a single email source for sending information to the community. Discussion: Residents gave permission to use their email addresses to the Master, and that information cannot be shared with anyone else. Residents should have a single place to go to sign up to receive all the important information for all entities.

Eva said the Master Board needs to be sure the website is up-to-date; current one is outdated. Discussion: waiting to see the future of the Master before spending money on a website. Resolution: The website is almost ready to go, and the website must move forward to provide the service to the community until a decision is made on the Master's future.

The Master Board tried to use the Delegates as a conduit to reach residents; that effort failed. Now trying to get sub-HOA's to meet with representatives from the Master to disseminate information. Still working on this option. Goal: to get as much input from residents as possible.

*Joan moved to approve the minutes of the May 20, 2010 meeting; Keith seconded; there was no further discussion and the motion passed with a unanimous vote.*

*By acclamation, the Board decided Client Preference should monitor the delinquency on account #12013.*

*Jack moved to write off \$485.46 collection agency deems uncollectable for account #15191; Joan seconded; there was no further discussion and the motion passed with a unanimous vote.*

Barbara was asked to send an email blast to the community a week prior to the meeting to notify them of the place and time. Notice should also be posted on the website and at the meeting place.

The next meeting will be July 15, 7pm, at the Community Center.

Jack moved to adjourn the meeting; Larry seconded; there was no further discussion and the motion passed with a unanimous vote. Steve pronounced the meeting closed at 8:52pm.

Approved 7/15/2010