



**CASTLE PINES NORTH ASSOCIATION, INC.**  
***BOARD OF DIRECTORS MEETING MINUTES***

**Thursday, July 19, 2012**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A. The July 2012 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of July 19, 2012 at the Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado 80108. The meeting was called to order at 7:04 p.m. by Board Secretary, Eric Ford.
- B. Introductions were called: Board Members present: Joan Millspaugh, Eric Ford, Brian Cardinell and Steve Eller. Absent: Steve Labossiere and Anna Mallinson.

Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.  
Homeowners present: Carla Kenny (Bristlecone Single & Castle Pines Chamber), Dan Shatz (Hamlet), Bruce Thompson (Hamlet), James Einolf (Forest Park), Jeff Huff (CP Mayor), Tera Radloff (Romar), Kevin Merrill (Winter Berry), Deanna Merrill (Winter Berry), Doug Gilbert (HOA #1), Jack Zelkin (Briar Cliff)

**Delegates/Alternates Present:**

Gregg Fisher (Bristle Cone Single)  
Jim Greathead (HOA 2)  
Gail Stehlik (Retreat)  
Eric Ford (Crossings)  
Steve Eller (Greenbriar)  
Warren Lynge (Bristlecone Patio)  
Ray Marquez (Glen Oaks Alter)  
Suki Fitzgerald (The Hamlet)  
Bill Dalton (Claremont)

**Delegates Absent:**

Cheryl McDade (Hidden Pointe)  
Carol Padilla (Briar Cliff)  
Teke Sankey (North Lynx)  
Cris Cristadoro (Romar)  
Don Van Putten (Pine Ridge)  
Rex Lucas (Bramble Ridge)  
Scott Blaeser (Glen Oaks)  
Mike Henry (Winterberry)  
Cheryl Schuessler (HOA 1)  
Ted Lohr (Bristle Cone Patio)  
Vacant (Estates at Buffalo Ridge)  
Vacant (Stonecroft)  
Vacant (Forest Park)  
Vacant (South Lynx)  
Vacant (Tapestry Hills)

- C. Mr. Ford explained the homeowner input guidelines to all in attendance.
- D. Mr. Ford called for any additions, deletions or modifications to the agenda. Ms. Maguire noted to add the appointment of the new director under I. E and also under IX. Financials, D: add 1053. Ms. Millspaugh noted to move VI.A Fence 327 to Executive Session. Mr. Ford motioned to approve the agenda as edited, seconded by Mr. Eller. Motion passed unanimously.

- E. Ms. Maguire read the statement from Mr. Labossiere regarding the Selection Committee and their recommendation to the Board to appoint Gregg Fisher as the new Director, replacing Jim Steavpack's term, due to his resignation. The Director term expires in 2014. Mr. Eller motioned to approve the appointment. Seconded by Ms. Millspaugh. Motion passed unanimously.

## II. HOMEOWNER FORUM

Mr. Shatz wanted to clarify a misunderstanding that at the last monthly CPN Master Board meeting that he was in attendance representing himself as a homeowner and not representing himself as a City of Castle Pines representative. Mr. Shatz again asks that the CPN Master Association conduct/fund an unbiased feasibility study for the disincorporation of the City of Castle Pines. Mr. Shatz believes that the Master would be an unbiased entity to conduct the survey and he believes the CPN Association has the funds to do so. Ms. Millspaugh motioned to have this tabled to the next meeting due to the fact that two key members of the Board were absent from discussion, the President and the Vice President. The motion was seconded by Mr. Ford. Motion passed unanimously.

In a response to Mr. Shatz comments regarding a study be done, Mayor Huff noted, a homeowner funded study to examine the feasibility of disincorporation as suggested by Mr. Schatz is unnecessary since the Colorado Revised Statutes Section 31-3-101 states clearly that proceedings to disincorporate may be commenced by filing a petition signed by 25% of the registered voters of the city, followed by an election in which two thirds (66 2/3%) of the votes cast are "against incorporation."

Mr. Huff also encouraged homeowners to review the survey results that are now posted on the website, [www.cpngov.com](http://www.cpngov.com)

Mr. Gilbert was in attendance and discussed the HOA #1 fence issue. The HOA #1 ARC has been in place three to four years and is separate and distinct from the Board of HOA #1. There are two other areas in which the fence slats are the same as the newly erected fence that is in violation. Those other fences have been there 15-20 years. Mr. Gilbert cautioned on selective enforcement. Mr. Gilbert also commented on the CPN Association funding the feasibility study for disincorporation of the City. The funding would be classified as an election expense and therefore could impact the CPN Association from qualifying as a tax exemption status. The Master should not want to get involved. If it requires 25% of registered voters to sign the petition Mr. Gilbert advised as a former Delegate and Master Board Member to stay out of it.

## III. COMMUNITY REPORTS

- A. **Parks Authority** - Ms. Millspaugh reported that the Castle View Park that would be located east of the CPNMD is on hold for now, waiting for more information from the City survey. The Elk Ridge Park is seeing 60-80 kids per day visit the park. The splash park is being monitored. The park is still waiting for the new slide, as the previous slide was recalled.
- B. **CPN Metro District** – No report.
- C. **Castle Pines Library** – Ms. Millspaugh reported the library has raised \$61,513.46. This does not include the \$15,000 from the City or the future \$10,000 from the City to be donated in 2013. The Run Wild event is in planning stages. King Sooper script cards have raised \$367.88.

- D. **City of Castle Pines** – Mayor Huff reported that the Tabor issue will be on the fall ballot. The city is asking voters to vote to waive the Tabor. For more detailed Tabor information visit [www.castlepinesgov.com](http://www.castlepinesgov.com) An explanation of the issue, the City’s position, 2012 budget presentation and 2011 audited financial statement is posted for review.

#### IV. COMMITTEE AND CONTRACTOR REPORTS

- A. **Website** –No report
- B. **Social Events** - Mr. Cardinell reported that the Castle Pines Movie Night on August 17, 2012 at Coyote Ridge Park.  
Ms. Kenny asked the CPN Master to support the Oktoberfest to be held on September 22, 2012. Ms. Millspaugh motioned to approve the expenditure of \$1,869. Seconded by Mr. Ford. Motion passed unanimously. Mr. Cardinell motioned that Ms. Kenny be authorized as a signer for the contracts. Mr. Ford seconded the motion. Motion passed unanimously. Ms. Maguire asked that all Certificates of Insurance be forwarded to her for review.
- C. **Delegate Involvement Committee** – Mr. Ford noted that roles and responsibilities were discussed at the meeting of the Delegates. Many ideas were shared. No further action taken.
- D. **Community Directory**- Ms. Maguire reported that the Directory is done and has been mailed. Comments from the floor were positive.

#### V. NEW BUSINESS

- A. Mr. Ford motioned to ratify the action without meeting vote that was completed on July 16, 2012 regarding account 615 payment plan. Seconded by Ms. Millspaugh. Motion passed unanimously.

#### VI. UNFINISHED BUSINESS

- A. Note that discussion regarding 327 Ingleton Fence will be discussed in Executive Session due to attorney client privileges.

#### VII. ADDITIONAL HOMEWONER INPUT

No further comments

#### VIII. APPROVAL OF MINUTES

- A. The minutes from June 21, 2012 meeting were reviewed. Ms. Millspaugh motioned to accept the minutes as presented. Mr. Eller seconded the motion. Motion passed unanimously.

#### IX. FINANCIAL REPORTS

- A. Ms. Maguire handed out the final copies of the 2011 Audit and they are also posted on the website for public review.  
The Board reviewed the June financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income statement, current payables (check detail), AR Aging summary, collections summary. Ms. Millspaugh motioned to approve the financials as submitted. Seconded by Mr. Ford. Motion passed unanimously.

- B. Ms. Maguire presented the payables (check detail) from June 22, 2012 through July 19, 2012, to include check #848. Mr. Eller motioned to accept the payables as submitted, seconded by Mr. Cardinell. Motion passed unanimously.
- C. Ms. Maguire presented the delinquency report. Collections are ongoing.
- D. A payment proposal was reviewed and revised and presented to the attorney for submittal on account #615. Mr. Cardinell motioned to place a hold on account # 7428 until 6/2013. Ms. Millspaugh seconded the motion. Motion passed unanimously. Mr. Ford motioned to place a hold on account # 8528 until 6/2013. Mr. Cardinell seconded the motion. Motion passed unanimously.  
Mr. Eller motioned to accept the payment proposal on account # 1053. Seconded by Mr. Ford. Motion passed unanimously.

#### **X. NEXT MEETING**

- A. Next meeting date;  
August 16, 2012 7 p.m. Board of Director meeting. Ms. Maguire asked permission to send out the board packet on Monday, 8/13/2012 the following week instead of the Thursday before for August and September 17, 2012 due to travel. The Board approved the timelines for both months.

#### **XI. ADJOURNMENT**

Ms. Millspaugh made a motion to adjourn the monthly meeting and proceed into Executive Session to discuss the fencing issue that is currently being discussed with our attorney. Mr. Ford seconded the motion. Motion passed unanimously.

Meeting was called back into order after the Executive Session regarding the fence. Action taken is to have letters written to HOA #2 Board of Directors, HOA #1 legal counsel with a copy to the homeowner owning the fence.

With no other business to come before the Board a motion to adjourn at 8:50 p.m. was made by Ms. Millspaugh. Seconded by Mr. Ford. Motion passed unanimously.

Respectfully submitted,

Kim Maguire, CMCA<sup>®</sup>, Community Manager  
Castle Pines North Association, Inc.