

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

Thursday, June 21, 2012
7:00 P.M.

I. CALL TO ORDER

- A. The June 2012 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of June 21, 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 President, Steve Labossiere.
- B. Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Joan Millspaugh, Eric Ford, Brian Cardinell and Steve Eller.
Representing management: Kim Maguire, CMCA with Premier Property Management, LLC.
Homeowners present: Carla Kenny (Bristlecone Single & Castle Pines Chamber), Larry Ahlin (HOA #1), Sheila Griffee (HOA #2), Paul Griffee, (HOA #2), Dan Shatz (Hamlet).

Delegates/Alternates Present:

Gregg Fisher (Bristle Cone Single)
Jim Greathead (HOA 2)
Scott Blaeser (Glen Oaks)
Eric Ford (Crossings)
Steve Eller (Greenbriar)
Ted Lohr (Bristle Cone Patio)
Suki Fitzgerald (The Hamlet)

Delegates Absent:

Cheryl McDade (Hidden Pointe)
Carol Padilla (Briar Cliff)
Teke Sankey (North Lynx)
Cris Cristadoro (Romar)
Don Van Putten (Pine Ridge)
Brian Moe (Stonecroft)
Mike Henry (Winterberry)
Cheryl Schuessler (HOA 1)
Gail Stehlik (Retreat)
Warren Lynge (Bristlecone Patio)
Rex Lucas (Bramble Ridge)
Vacant (Forest Park)
Vacant (South Lynx)
Vacant (Tapestry Hills)
Vacant (Estates at Buffalo Ridge)

- C. Mr. Labossiere explained the homeowner input guidelines to all in attendance.
- D. Mr. Labossiere called for any additions, deletions or modifications to the agenda. Ms. Millspaugh motioned to approve the agenda as submitted, seconded by Ms. Mallinson. Motion passed unanimously.

II. HOMEOWNER FORUM

- A. Ms. Kenny was in attendance to update the Board regarding the Red, White and Boom celebration that is sponsored by the Castle Pines Chamber, Castle Pines North "Master" Association and the City of Castle Pines. Plans are coming together. Electrical has been a challenge at the Elk Ridge Park. They are expecting 2,000 to 4,000 people. Fireworks are still a go.

- B. Larry Ahlin, homeowner in HOA #1, was in attendance to discuss the letter he received from the CPN Association, regarding the fence that was installed by him on his property that does not match the current fencing in the Castle Pines North Association. Mr. Ahlin submitted paperwork to the CPN Board, showing that the fence installed would match the existing fence along the back of the property along Monarch Boulevard. It was brought to Mr. Ahlin's attention that the submittal he presented indicating matching the existing fence, does not match what was submitted. The fence slots are smaller in width. Mr. Ahlin explained that the larger slots were a special order at an additional cost and the current fence was approved as installed by HOA #1. Mr. Ahlin noted that the fence was installed sometime in May 2011. Mr. Ahlin was asked if he was on the ARC for HOA #1. Mr. Ahlin said he is a member of the committee but abstained from voting on his fence submittal. Sheila Griffie, HOA#2 Board Member was in attendance to voice her concern that the fence is an eyesore, it does not match existing fences in the community. HOA #2 wants to see a resolution regarding this matter. Mr. Griffie voiced the same concerns, the CPN guidelines are all the same for HOA's and no six inch slots are in the guidelines. Many homeowners have sent complaints to Ms. Griffie. Ms. Griffie will email management those complaints that are in writing. The Board will need to counsel with the attorney regarding submitted paperwork and comments. Ms. Maguire will get back to Mr. Ahlin. Mr. Shatz (Hamlet Resident), requested that the CPN Association Board of Directors do an unbiased survey/study to unincorporate the City of Castle Pines. Question was asked if the City is sustainable and feasible. Mr. Labossiere recommended that this be an agenda item for July.

III. COMMUNITY REPORTS

- A. **Parks Authority** - Ms. Mallinson reported that the PA did not hold a meeting this month, so there is nothing to report. However, the CPN Board needs to appoint a replacement alternate to Ms. Mallinson for the PA Board. Mr. Labossiere motioned to appoint Ms. Millspaugh as the PA Alternate, replacing recently resigned CPN Board Member, Jim Steavpack. Motion seconded by Mr. Eller. Motion passed unanimously.
- B. **CPN Metro District** – Mr. Labossiere reported that the lift stations that have been a visual concern, have been inspected and are on the punch list for the 2013 budget to paint. Two new residents of Castle Pines were elected to the CPNMD Board of Directors and one relatively new (previous) board member was elected. The members will be going through training and the CPNMD will post notices on training sessions. Training will be open to the CPNMD residents.
- C. **Castle Pines Library** – Ms. Millspaugh reported that there are no Dine Outs scheduled for the summer. Current income is coming from the King Soopers Script cards.
- D. **City of Castle Pines** – No report.

IV. COMMITTEE AND CONTRACTOR REPORTS

- A. **Website** – Ms. Mallinson reported that a Twitter account has been set up for CPN Association. The account name is CPNMaster
Mr. Labossiere requested from the Board, approval to email out a brochure on Chatfield Water for Life. The public hearings will take place next week. The Board approved the email blast to CPN Association Members.

- B. **Social Events** - Mr. Cardinell reported that the Castle Pines Movie Night is in the works. Ms. Kenny has been hired to assist with the event for a nominal fee and has been very helpful. The Movie Night is scheduled for August 18, 2012 at the Coyote Ridge Park. Mr. Labossiere recommended that we assign Carla Kenny as the CPN Association Event Coordinator for future functions. All Board Members agreed.
- C. **Delegate Involvement Committee** – It was noted that Delegates are liaisons between the Master HOA and the Neighborhood HOA they represent. Delegates are encouraged to come to every meeting. Mr. Ford and Ms. Maguire will formulate a Roles and Responsibilities for Delegates/Liaisons to follow and for new Delegates/Alternates elected by their HOA.
- D. **Community Directory**- Ms. Mallinson reported that the Directory is being printed now and will be mailed to all homeowners in July.

V. NEW BUSINESS

- A. Update on Board Vacancy – Ms. Maguire reported that two letters of interest were submitted. The Selection Committee will consist of Mr. Eller, Mr. Labossiere and Ms. Mallinson. As motioned by Mr. Labossiere and seconded by Ms. Millspaugh. Motion passed unanimously. Interviews will be scheduled soon.
- B. A motion to ratify action without meeting vote regarding the letter to 327 Ingleton was made by Ms. Mallinson. Seconded by Ms. Millspaugh. Motion passed unanimously.
- C. Ms. Maguire presented House Bill 12-1237 that takes effect January 2013. Currently requirements of the HB are being followed.
- D. Ms. Maguire presented a request for a donation from “Stars for Castle Rock”. The Board respectfully declined a donation to the agency. Ms. Maguire will communicate to Chairperson.

VI. UNFINISHED BUSINESS

- A. 2012 Community Inspiration Award – Mr. Schatz noted that the Castle Pines Chamber does something similar to the CPN Master Community Award and recommended some type of collaboration and have a joint award. Mr. Labossiere will discuss with the Chamber to see if it will be feasible.
- B. Mr. Labossiere will develop a script for the Board members to use when visiting the neighborhood association meetings. It was noted that Ms. Millspaugh attended two meetings thus far, the Bristle Cone and Brambleridge Board of Director meetings. Ms. Maguire to email out the schedule of upcoming meetings.

VII. ADDITIONAL HOMEWONER INPUT

Mr. Fischer voiced his concern on the health of the trees on Castle Pines Parkway and explained how he treated his trees on his property. Mr. Labossiere will forward concerns to the Metro District.

VIII. APPROVAL OF MINUTES

- A. The minutes from May 17, 2012 meeting were reviewed. Ms. Mallinson motioned to accept the minutes as presented. Mr. Ford seconded the motion. Motion passed unanimously.

IX. FINANCIAL REPORTS

- A. Ms. Millspaugh and Mr. Labossiere signed the Audit Rep Letter.
- B. The Board reviewed the May 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. Eller. Motion passed unanimously.
- C. Ms. Maguire presented the payables (check detail) from May 11, 2012 through June 21, 2012, to include Premier Property Management check that will be cut next week for signature. Ms. Mallinson motioned to accept the payables as submitted, seconded by Mr. Cardinell. Motion passed unanimously.
- D. Ms. Maguire presented the delinquency report. Collections are ongoing.
- E. A settlement request from our attorney was presented regarding an offer from a homeowner to pay less than what was owed in HOA dues from 2009 to 2012. It was noted that the owner had not forwarded his current mailing address (which it is the homeowners responsibility to do) was rejected by a motion made by Mr. Labossiere and seconded by Ms. Mallinson. Motion passed unanimously. Ms. Maguire will report back to the attorney that the Association will accept nothing but full payment.

X. NEXT MEETING

- A. Next meeting date; July 19, 2012 6 p.m. – Delegate Meeting
July 19, 2012 7 p.m. Board of Director meeting.

XI. ADJOURNMENT

Ms. Mallinson 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. Labossiere seconded the motion. Motion passed unanimously.

Meeting was called back into order after the Executive Session regarding the fence. Action taken is to further discussion with legal counsel on next steps.

With no other business to come before the Board a motion to adjourn at 9:15 p.m. was made by Mr. Eller. Seconded by Ms. Mallinson. Motion passed unanimously.

Respectfully submitted,

Kim Maguire, CMCA, Community Manager
Castle Pines North Association, Inc.