



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

**Thursday, March 20, 2014**  
**7:00 P.M.**

**I. CALL TO ORDER**

- A.** The March 2014 meeting of the Board of Directors for the Castle Pines North Association, Inc., was held on the evening of March 20, 2014 at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado 80108. The meeting was called to order at 7:00 p.m. by Board President, Steve Labossiere.
- B.** Introductions were called: Board Members present: Steve Labossiere, Anna Mallinson, Steve Eller, Gregg Fisher, Joan Millspaugh and Kristy Buirge. Absent: Melissa Sanders.
- Representing management: Kim Maguire, CMCA<sup>®</sup> with Premier Property Management, LLC.  
Homeowners present: Terri Wiebold (Castle Pines Connection), Ryan J. Parker (Tapestry Hills).

**Delegates/Alternates Present:**

Gregg Fisher (Bristle Cone Single)  
Steve Eller (Greenbriar)  
Belinda King (North Lynx)  
Anna Mallinson (Forest Park)  
Mary Fletcher (Bristol Cone Patio)  
Dave Thomas (Claremont Estates)  
Bill Dalton (Claremont Estates)

**Delegates Absent:**

Mike Henry (Winterberry)  
Carolyn Plichta (Crossings)  
Jonathan Dodd (Briar Cliff)  
Tracey Dwyre (South Lynx)  
Dennis Kuhlmann (Stonecroft)  
Ken Hide (HOA 1)  
Steve Martin (Glen Oaks)  
Gail Stehlik (Retreat)  
Steve Woolley (The Hamlet)

Vacant (Buffalo Ridge)  
Don Van Putten (Pine Ridge)  
Vacant (Tapestry Hills)  
Rex Lucas (Bramble Ridge)  
Jaime Chaulk (Romar)  
Vacant (Glen Oaks)  
Jeff Teter (Hidden Pointe)  
Matt Amerian (Glen Oaks)  
Jim Greathead (HOA 2)

- 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. No changes were made. Mr. Eller motioned to approve the Agenda as submitted. Motion seconded and passed unanimously.

**II. HOMEOWNERS FORUM**

Mr. Ryan (Tapestry Hills) was in attendance to request financial assistance from the Master for fence replacement for their Tapestry Hills HOA. It was noted that repairs exceed \$65,000. It was recommended by the Board to obtain a reserve study and look at options of loans through a fence company.

Ms. Millspaugh, Castle Pines Arts and Cultural Foundation, Foundation Board President, was in attendance to ask permission to hand out flyers at the DVD/Book Swap and send out email blasts regarding upcoming CPACF events. The Board agreed to support both requests.

Ms. Wiebold was in attendance to discuss advertisements for the Connection. Mr. Labossiere motioned to approve a 1/3 page color Garage Sale ad for May in the amount of \$534.38. Motion was seconded and passed unanimously.

### III. COMMUNITY REPORTS

- A. **Parks Authority** – Nothing to report
- B. **CPN Metro District** – Two candidates submitted their names for the two open board terms for the CPNMD Board of Directors, therefore no election was held. Steve Labossiere and Eric Anderssen were automatically elected and will sever a four year term effective May 2014. Strategic renewable water program meetings will be held and a public notice will go out to all CPNMD members.
- C. **City of Castle Pines** – Mr. Fisher reported for the City that there was a retreat held last week for the City Council members. The retreat was very positive.

### IV. COMMITTEE REPORTS

- A. **Website** –Ms. Mallinson reported that there were 602 visits to the website. It was also reported that Canterbury Broadwick Management Company wanted all information on their website pages deleted. We are waiting for formal approval from the Canterbury Broadwick Board of Directors before any action is taken. If all information is deleted from the Master website and the association at a later date would like the information reposted then there would be an hourly charge to re-enter and upload all information back to their website pages.
- B. **Social Report** –
  - a. The Board reviewed the Delegate and Board Member invites. Changes were made to the Delegate invite to include time of 6:30-8:00 p.m. The Board Meeting on April 17, 2014 will take place from 6:00 p.m. to 6:30 p.m.
  - b. It was decided to table the Kids Event to next year, due to costs and planning.
  - c. It was decided to have the nonprofit church food truck at the Concert Series.
  - d. The Board reviewed the Social Budget for 2014 – no action taken.

### V. NEW BUSINESS

- A. Mr. Fisher reported that the City is looking into present monument enhancements. No action taken.
- B. The Board signed the Core Values Commitment paperwork, which will be posted on the website after Melissa Sanders signs the document.
- C. The Board reviewed the contract for Ms. Kenny (Social Event Coordinator), changes were recommended. No action taken. Mr. Labossiere will forward to management some contract examples that will then be forwarded to Ms. Kenny for consideration.
- D. Ms. Maguire will send out a friendly reminder regarding the staining of their individual property fences for Claremont Estates and Huntington Ridge. Ms. Maguire also asked Board Member, Ms. King from the North Lynx HOA on the status of their fence repairs. Ms. King indicated that they are getting bids now for repairs and staining.

## **VI. UNFINISHED BUSINESS**

- A. An email from Ms. Anthone with the Neighborhood Directory was reviewed/discussed. No action taken.
- B. A thank you to Ms. Mallinson in her pursuit regarding the unsafe Daniels Park Trailhead. Ms. Mallinson had a discussion with Matt Williams, DC Engineering Department regarding the trail head/parking lot. It was noted that the trail will not be open until such time as there is a trail/sidewalk for pedestrians to safely use. The parking lot will remain gated off until such time. The whole project is to be done in phases, the trail head was supposed to be built several years ago but kept getting cut from the budget. There was never any intent to open it until it was safe to walk to and from it. They are in the design phase of the trail, road, sidewalks right now, and Mr. Williams is hoping that construction on that will begin later this year, or at the latest next year...depending on budgets.
- C. Ms. Maguire will draft a letter to the Tapestry Hills Association to include the Master Associations answer that they will not be able to fund their fencing project.

## **VII. ADDITIONAL HOMEOWNER INPUT**

No comments.

## **VIII. APPROVAL OF MINUTES**

- A. The minutes from February 20, 2014 meeting were reviewed. Ms. Mallinson pointed out a couple errors. A motion by Ms. Mallinson was made to approve the minutes as amended. Motion was seconded and passed with Ms. Buirge abstaining.

## **IX. FINANCIAL REPORTS**

- A. The Board reviewed the February 2014 financials to include the bank statements, bank reconciliation detail, bank reconciliation summary, monthly income statement, ytd income statement; current payables (check detail). Ms. Millspaugh motioned to accept the financials as submitted. Motion was seconded and passed with Ms. Buirge abstaining.
- B. Ms. Maguire presented the payables (check detail). Ms. Millspaugh motioned to approve the payables as submitted; motion was seconded and passed with Ms. Buirge abstaining.
- C. Ms. Maguire presented the delinquency report. No action needed.
- D. Discussion was held regarding a Tapestry Hills homeowner that is refusing to pay the late fee. Ms. Maguire will turn over to the attorney as requested and approved by the Board of Directors. It was noted that the owner was also late in 2013 and a onetime late fee was waived at that time.

**X. NEXT MEETING**

- A. April 17, 2014 at 6 p.m. until 6:30 p.m. at the Castle Pines North Community Center.

**XI. ADJOURNMENT**

Ms. Mallinson made a motion to adjourn the monthly meeting at 10:50 p.m. Motion was seconded and passed unanimously.

Respectfully submitted,

*Kim Maguire*

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