

Castle Pines North Master Association

Approved Minutes for August 21, 2003

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BOARD OF DIRECTORS MEETING 7:00 P.M. - August 21, 2003 Castle Pines North Community Center

I. CALL TO ORDER

A Introductions/Roll Call/Absences

President Linda Nuzum called the August 21, 2003 meeting of the CPN Master Association Board of Directors to order at 7:08 p.m. A quorum was established.

Attendance

Directors present Linda Nuzum, Cheryl McDade, Maureen Shul, Sheri Brummett, Brian Stopps and Bruce Thompson

Directors absent Linda Sweetman-King

Delegates Representatives present: Keith Conner (Alternate for Ted Lohr), Elisa Trebilco, Mel Cunningham and Barbara Saenger

Delegates/Representatives absent Tres Thurston, Kyle Linhardt, Chris Fellows, Debbie Smith, Robert Fields, Steve Mimnaugh, Kristine Sherman and Nancy Clarke

Staff: Alison Gibbens and Tim Gamble Guests: none

B Board Meeting Process

Nuzum explained the roles of Directors and Delegates as elected representatives of CPN-area Homeowners. She indicated that there was a need to place time limits on all items on a full agenda in order to accomplish the meeting's business as efficiently as possible, and to respect the time that Directors and Delegates volunteer to attending the monthly meetings.

Nuzum made sure that everyone had a copy of the handout outlining guidelines for Homeowner input at Master Association meetings. She invited guests who wished to speak to indicate so on the sign up sheet. Homeowners with topics to add to the agenda should sign up for the Open Forum portion of the meeting; guests may also sign up to address a topic that is already on the agenda, and they will be recognized to speak during that agenda item. The "Additional Homeowner Input" agenda item at the end of the meeting can be used for other questions or comments.

C Approval of Agenda

MOTION by McDade to add Coyote Crossing to item 6B, Thompson seconded; motion approved carried.

2. MINUTES

A. June 19, Minutes

MOTION by McDade to approve the June 19, 2003 minutes, seconded by Thompson; motion approved and carried.

It was noted that there was no Board meeting in July.

3. OPEN FORUM

Nuzum noted that no homeowners were present requesting to speak during the Open Forum.

4. MANAGEMENT/FINANCIAL

A. Monthly Financial Report

McDade distributed the financial report for June and July. She noted that in June we had a total of 2,535 master association member homes with a total of 66 homes closing (31 new homes and 35 re-sales). For the month of July, CPN had a total of 2,567 CPN master member homes with a total of 48 homes closing (30 new homes, 16 re-sales and 2 lots). The total number of new homes for this year is on budget. The Association continues to be in good financial standing.

The legal expense line item will continue to be over budget due to the added expense in lighting the Qwest distance charge and Xcel powerline issues. The Qwest case has been successfully concluded, and final legal bills for wrapping up the case are expected next month. The total legal fees for this case, which were spread across 2002 and 2003 budget years, will be around \$10,000. This investment in legal fees (as well as volunteer efforts) will save more than 50 times that amount each year in phone-bill surcharges paid by CPN residents, a direct financial benefit for all CPN residents. The legal fees for the Xcel case are expected to be much higher; there is an agenda item for this meeting to discuss the need to fund this case with a combination of Master Association dues and additional finds from the homeowners most directly affected by this case.

McDade reported that the association filed 20 liens with the county for 2002 and prior years dues. Six of these properties are in foreclosure. The 2003 due billing went out July 18, 2003 with a due date of August 31, 2003. Within the first 27 days, 45% of the dues have been collected.

McDade reported that web numbers were continuing to show good web site visitation with 6,977 unique visitors for the month of July.

McDade will work toward having new bank account information for the next meeting. The Association's assets peak during the dues receipt months and at the auditors suggestion, with FDIC deposit limitations, we need to consider opening an additional account.

Thompson **MOTIONED** to accept the June and July Financial Reports; Stopps seconded; motion approved and carried.

Thompson **MOTIONED** to accept the June and July Payables; Stopps seconded; motion approved and carried.

5. COMMITTEES -MASTER ASSOCIATION

A. Business Partnership Program

The purpose of the Business Partnership Program (BPP) is to form a cohesive effort with our surrounding business community, advertisers, and sponsors. Nuzum reported that the program is established and running successfully. In the future, the next step would involve incorporating this program into the CPN web site. This item will be removed from the agenda until we are ready to move forward with this idea.

B Social Events

McDade reported that Kenny is in the final days of planning the August 23rd Community Picnic. Needs for the Octoberfest have not been determined by Kenney, pending final input from the surrounding businesses. An accordion band has been scheduled to play during the event.

C Communications: Newsletter/Website/Email

Nuzum reported that The Connection's new format is being well received and is more readable under the new page layout and direction. There is still need for generating additional content for the newsletter, and Nash has not gotten any response to the article in the latest newsletter soliciting contributors. Gibbens reminded the Board and Delegates that the next cut off date for submitting content for the October/November issue of the Connection is September 15.

Nuzum announced that Susan Novreske has resigned as CPN's webmaster. Our warmest thanks go to Susan Novreske, who designed the CPN website and has worked tirelessly during the past four years to keep it up-to-date and looking good. Susan's crisp, accessible design will remain as she moves onto other professional pursuits.

Tim Gamble, resident of HOA#1, has joined the CPN Master Association as Webmaster. Tim has experience with web page design and management and we are glad to have him working for the neighborhood. Under Tim's direction, one of the goals will be to have a group designated to make web site updates, with the primary goals being more current and accurate information being posted and monitored by a core group.

Nash and Gamble will be present at the August Picnic and will be taking pictures for both the web site and The Connection.

6. COMMITTEES-COMMUNITY ACTION

A. Telecommunications

Nuzum stated that the committee successfully achieved the goal of eliminating the "Distance Charge," a monthly phone-bill surcharge which every homeowner in CPN paid for each phone line. The removal of the distance charge was approved by the Colorado Public Utilities Commission, effective August 1. Thank you to the group of dedicated committee members who worked on this item for over two years.

The Telecommunication Committee report will be removed from the agenda, as they have finished their work on the Distance Charge issue, and no longer needs to work on attracting high-speed internet service providers to the community. Community residents are reporting satisfaction with the two "wireless" internet service providers (MHO and Suburban Broadband); Qwest has installed DSL in some areas of CPN and will expand to the rest of the community as their capital budgeting permits them to do the project; and Comcast is upgrading cable service in the area, and will eventually offer high-speed internet access.

B. Development

Big O Tires

Stopps reported that the modified plans he received from Dougals County for Big O Tires are closer to matching the surrounding commercial development areas. A few changes continue to need to be addressed and Stopps will report on the progress next month.

Artificial Turf HOA #1

The Master Association has received an inquiry about an artificial turf lawn that has been installed by one homeowner in HOA #1. The HOA #1 ACC Committee has approved the artificial turf on a trial basis. The HOA #1 committee will review the lawn in March, take comments from residents at that time and then make a final decision on its acceptability. Stopps will monitor and respond accordingly based on the committees opinion at that time.

Trail - HOA #2

Writer Homes has not fulfilled their obligation to complete a connection trail within HOA #2. The trail goes into the open space between Wellington Place and Mary Court, loops around Mary Court, and come out between Kent Place and Mary Court. The Master Association supports the completion of this project and encourages HOA #2 to request Writer to complete this project in a timely manner.

Forest Park Golf Ball Screen

Stoppa reported the Master Association has been contacted regarding a golf ball screen erected for a home in Forest Park. This screen was installed by the builder, however it was not approved by the Forest Park HOA. The Forest Park HOA has asked the homeowner to remove it, but the current homeowner is asking for reconsideration for approval for the screen to be left up, citing unique dangerous conditions that exist in relation to the location of their home and the field of play. The committee physically visited the site and noted the residents concerns. Stoppa will consult with the attorney and reply to the homeowner within the 30 day time frame.

Coyote Crossing

Stoppa received a request to change Coyote Crossing from a cul de sac to a road that connects with an existing road. Dahl, Metro District Manager and South Metro Fire Department have both looked at the site and have given their approval. The committee agrees with the approval and notification will be sent.

7. PARKS AUTHORITY

Cheryl McDade reported for Mark McDade that the Parks Authority's design firm presented the final preliminary drawing for the new South Park at a public meeting this past Monday night. Meeting attendees uniformly supported the design. Public meetings to date have had very low attendance from CPN residents. The design firm will post the park preliminary design plans to their web site, and will present this plan, along with budget numbers, at the next Parks Authority meeting. The Parks Authority continues to be in the land acquisition phase and acquisition of all remaining pieces of land is moving forward.

8. METRO DISTRICT UPDATE

McDade noted that the Metro District continues to work on many projects. Several new wells are being drilled; one by The Retreat, one by HOA2, and another by Hidden Pointe. Any damage to sidewalks during these drilling times will be repaired upon completion of the well. The golf course reuse line is close to being complete and will bring reclaimable water from the Plum Creek Water Treatment Plant to The Ridge Golf Course for use on watering the greens and fairways.

The sidewalk connecting to the King Soopers area is very close to completion and will be a great safety addition for those walking and riding to the retail area.

9. OLD BUSINESS

A. Power Lines

Nuzum reported that CPN's attorney has filed an official request to intervene in the PUC application that Xcel has filed for the power line rebuild through CPN. Several residents have also filed individual requests for intervention. The intervention is intended to force the PUC to grant a hearing on this application, and address issues such as the potential for violation of state noise statutes, Xcel's request to significantly limit homeowners' rights to sue regarding noise impacts, the need for an alternative corridor, and the lack of notice given to CPN, prohibiting discussion of alternatives to the project or finding options for burying the line.

Nuzum reported that the attorney's estimates for the legal fees required to pursue the PUC case will be extensive, and the Board will need to determine how much the Association should fund. Lengthy discussion followed, with board members noting that the Association had funded

the expenses for the Qwest distance charge which had a direct benefit for every homeowner in CPN, however the Xcel case should be funded by a combination of funds from the Association and from the directly affected property owners.

Stopps **MOTIONED** to spend an additional \$4,000 to continue the effort on the power lines issue in order to get through the next step. Communication is to be sent to the sub associations, homeowners, and builders for additional finding in order for the committee to proceed further; Thompson seconded; motion approved and carried.

The Power Line committee will write the flyer. Cunningham and Shut volunteered to help.

Xcel will also need to obtain a permit from Douglas County for this project. The County process has not started yet, however Committee members have initiated meetings with Douglas County Commissioners and Planning office staff, and will continue to monitor the County process for this project.

B. Hidden Pointe Relationship

Nuzum stated that she has not heard back from the Hidden Pointe BOA Board regarding the Master Association's outstanding offer to begin working toward full voting membership for Hidden Pointe, and asked that this item be removed from the agenda until there is a response from Hidden Pointe.

C. Claremont Estates Monument Amare

Gibbens reported that she has continued to pursue repair of the Claremont Estates monument sign. She has received an additional bid that came in at \$621.00, considerably less than the original bid. Maintenance of neighborhood monument signs are the responsibility of the neighborhood's sub-association, however there is no sub-association for Claremont, thus the repair costs would need to be funded by the Master Association. After reviewing the Master Association documents, it was determined that a special assessment to the Claremont residents would exceed, per home, the 5% of budget amount. The Board discussed that legal and accounting fees to pursue finding from the Claremont homeowners would exceed the cost of the sign repairs, and that the impetus for repairing the sign had come from the visibility of this sign (located on Castle Pines Parkway near the entry to the community) makes it essential to complete the repairs. Discussion concluded with Stopps **MOTIONING** to repair the Claremont Estates Monument signing; Shul seconded; Brummett voted against and all else approved; motion approved and carried.

10. NEW BUSINESS

A. Community Patrol

Gibbens brought to the Board's attention that a resident had asked for consideration to be given in the financial feasibility of employing security patrols for Castle Pines North. The board took this under advisement and will discuss this issue during budgeting for 2004.

B. Entry Monument for Huntington Ridge

Gibbens reported that a Huntington Ridge resident had inquired about the possibility of constructing an entry monument for Huntington Ridge. The board responded that the financial responsibility for the monument would be from Huntington Ridge residents and approval from the Master Association DRC would be needed prior to construction beginning. Gibbens will report back to the resident.

C. Annual Meeting Planning

McDade and Gibbens reported that the annual meeting preparation is proceeding on time and the Annual Meeting confirmation materials should be going out to the delegates and management companies in the next few weeks.

D. Director and Officer Insurance

McDade reported that the D & O insurance policy is up for renewal at a rate of \$1840.00. There is a possibility that we could bid this out and receive a reduced rate for a longer period. The board agreed that McDade complete the process at the best rate for a longer time frame if possible.

11. ADDITIONAL HOMEOWNER INPUT No input.

12. MEETING DATES

Next Board Meeting: October 16, 2003, 7p.m., CPN Community Center

13. ADJOURN MOTION to adjourn by Thompson; seconded by Shul; motion approved and carried. The meeting was adjourned at 10:22 p.m.

Respectfully submitted, Alison Gibbens
Recording Secretary

Approved 2003
Secretary President

MASTER ASSOCIATION APPROVED MINUTES

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Castle Pines North Homeowners Association

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