

PHOA BOARD MEETING Minutes, June 10, 2024

Attendees – Board members Becky, Carl, Christine, Judy, Julie, Kris, and Rob. Jim attended on behalf of the ACC.

The meeting was called to order at 7:04 pm and was conducted in person.

As the first order of business, the minutes of the May 13 meeting were approved with two changes, as described to the Board. As the next order of business, the meeting agenda was approved.

At 7:05 pm the Board adjourned to Executive Session, and reconvened the meeting at 7:19 pm.

Committee Reports

It was noted that Committee reports had been sent out in advance.

ACC – In addition to summarizing the report, Jim asked about the frequency of ACC attendance at Board meetings and whether, for example, one meeting per quarter would be sufficient. Jim indicated that ACC representatives would be present at any meeting where discussion would be necessary or for funding requests. The Board was amenable to this approach.

Jim next provided commentary on various items, including perimeter fences, concealment fences, and containment fences and permissibility per the particular filing. He indicated that perimeter fences are usually not desirable but allowed in some filings with ACC approval. Moreover, other filings allow only pet, child/activity containment fences with ACC approval. He elaborated on the requirements for sheds (normally attached, exterior match), and commented that if a homeowner is replacing windows of the same size and color, ACC approval is not required. The same holds true for a deck, but ACC approval will be required for changes to windows or deck. He described other ACC activities, and the current focus on the condition of yards and need for maintenance. Jim indicated that a letter from the ACC and recommended action must be addressed; it is not to be construed as a suggestion. He volunteered to write content for an upcoming NewsBlast focused on landscaping and yard maintenance. Discussion also ensued about an easement for a flag lot. Jim departed the meeting at 7:33 pm.

Communications – Rob noted that 6 homeowners are not getting HOA emails and did not know the duration but agreed to review Paul's spreadsheet (master communications list). He commented that 70% of recipients open their NewsBlasts, with a lower rate for Connections. The latter was the historic norm, but Judy agreed to test different approaches for Connections during the active summer months.

Parks and Wildlife – The Board continued its discussion about planting trees at Pinecliff Park and the cost. Given the extensive planting over the years by North End residents on city property, Becky agreed to contact this 501(c)(3) group for their approach.

Finance – Kris reported that the annual HOA audit had been completed and that no gaps had been reported by the two auditors regarding the accounting. The auditors made two recommendations – to shred all records per the current published record retention requirements, and to stop making copies of checks being deposited given the banking information included. In regard to document retention, all required financial information for the HOA, which is a 501(c)(4), is retained in QuickBooks. Following discussion, it was unanimously

Voted: To accept the results of the independent 2023 annual audit and to accept the two recommendations of the auditors, and in connection therewith to approve the expenditure of up to \$100 to pay for the shredding of outdated and other documents with sensitive information.

Christine agreed to contact former Board members who may have historic HOA information that can be shredded.

Kris reported that given the relative predictability of HOA expenses, it would be appropriate to explore the investing of cash in the HOA bank accounts into short-term (e.g., 6-month) CDs in an insured banking institution in an amount that would meet the HOA's ongoing cash flow needs. Thereafter, it was unanimously

Voted: That the HOA Treasurer should explore options for 6-month CDs in an insured banking institution in the name of the HOA, is hereby authorized to make such an investment, and will report back to the Board on his research and decision.

Membership and Trash – The Board discussed the appropriateness of changing the existing policy about pro rata rebates of trash and recycling fees for HOA members who are away from one month to a period of not less than 13 consecutive weeks and the need for advance notice of this change in policy. Thereafter, it was unanimously

Voted: That the policy regarding pro rata trash and recycling fee rebates be changed from a minimum of 4 weeks to periods of a minimum of 13 consecutive weeks, and in connection therewith, that this policy shall go into effect on August 1 and that there shall be a NewsBlast issued in advance detailing this change.

Social – Christine provided an update on the success of the food trucks and their interest in continuing to return to Pinecliff and the success of Yoga in the Park, with 38 attendees at the first session. Following discussion, it was agreed that Yoga in the Park should be extended on alternating weeks throughout the summer and with a start time of 8:30 am instead of 9:00 am. Christine agreed to determine the means for payment.

In a subsequent consent by email, it was voted that the fees for Yoga for the summer of 2024 are hereby approved in an amount not to exceed \$850.

Traffic and Safety – Carl summarized the results of his written report and provided updates on requests for pothole repairs and his request for next month's police coverage.

Development – Becky reported on the City's new website and its ease of use for lookups. She commented on the Quiet Time at Ute development, including the final plat with 12 lots, the need for some amendments to the plot plan, and her expectation that additional hillside engineering will be needed. She also commented on the approval for the Embrave (fka Comcor) facility near the McDonald's on Garden of the Gods (sale of the Baymont Hotel) and the pedestrian safety issues and her individual role since this is not in the HOA's purview. She noted the mission statement of the HOA, her role in disseminating information about how to navigate the city and other governmental agencies, the need to keep HOA members apprised of local developments and the use of the website for those communications, and the Board's lack of governance over land use in the neighborhood.

Other Business

- **Dumpster/Donation Day** – Christine reported on the success of this initiative and in particular the use of Rock'n Roll-Offs. HOA members were complimentary of this service. Following discussion, it was unanimously agreed that there should be another dumpster/donation day in September and that Christine would determine which Saturday in September would work for the firm. She also agreed to check with Goodwill regarding their availability. Following discussion, it was unanimously

Voted: To authorize the expenditure of \$900 to Rock'n Roll-Offs for a September Dumpster day.

- **Garage Sale** – Following discussion about the role of the HOA in the upcoming garage sale, it was agreed that the HOA's garage sale sign would be put up on June 16 and that it was unanimously

Voted: To authorize the payment of up to \$50 for additional signage to promote the Garage Sale.

- **Ute Valley** – New residents had suggested a guided hike in Ute Valley, which Christine will do on her own. A future NewsBlast will promote the Ute Valley website and the need for volunteers.

There being no further business, following motion duly made and seconded, the meeting was adjourned at 8:55 pm.

Respectfully submitted,

Judith K. Benson
Secretary