

## **PHOA BOARD MEETING Minutes, September 13, 2021**

Attendees – Carl, Christine, Joel, Judy, Karin, Stephen and Steve

The meeting, which was called to order at 7:02 pm, was conducted virtually via Zoom.

As the first order of business and as ratification of the vote taken by email to approve the first expenditure for the reconstructed Pinecliff sign on Popes Valley, it was unanimously:

**Voted:** To ratify the expenditure of \$6,870.61 for the first instalment of the reconstruction of the Pinecliff sign.

Related to the foregoing, it was unanimously:

**Voted:** To approve the expenditure of up to \$6,870.61 for the second instalment of the reconstruction of the Pinecliff sign. (Colorado Stoneworks, LLC, 18695 Pony Express Dr, Suite # 3161, Parker, CO 80134)

As the next order of business, the minutes of the Board meeting held on August 9, 2021 were unanimously approved.

Ms. Thomas commented on the construction of the Amazon processing center at the site of the former Western Forge and the requisite approval process from the City. In that regard, she noted that local citizens had successfully stopped the proposed development on Centennial.

At this point the Board went into Executive session. The meeting resumed at 7:35 pm.

### **Committee Reports** (Materials were sent to Board members in advance.)

- Communications – Stephen reported on the Newsblasts and Connections in August and noted that readership for Connections was lower than for Newsblasts during the month. He commented on the several thank you emails from HOA members for the work of the Board.
- Parks & Wildlife – Steve commented on the upcoming Clean-Up and how he had been able to obtain the requisite supplies from the City. He noted that Clean-Up would begin at 8:00 am on Saturday, September 18 and that an upcoming Newsblast would announce the three events (Clean-Up, Annual Meeting and Dumpster Day). Discussion ensued about refreshments for volunteers. Thereafter, it was unanimously:

**Voted:** To approve an expenditure of up to \$75 to purchase coffee and pastries for the volunteers.

- Finance – Joel presented a preliminary budget for fiscal year 2022 and commented on some of the changes. Discussion ensued about the need to enlist the guidance of a CPA in matters such as the issuance of 1099s to vendors such as the HOA's attorney, and capital investments, such as the sign. Ms. Thomas agreed to follow up on this matter.
- Trash – After summarizing the trash report, it was noted that trash may be delayed in areas around the sidewalk reconstruction project underway as a part of the 2C street repaving.
- Social Activities – Karin described the success of *Movie in the Park* thanks in part to the perfect weather. Discussion ensued about the feasibility of two movies in 2022, the lack of sufficient darkness in the early part of the summer, and the need to push the August movie back further for the same reason. The Board

also discussed the fixed price food offerings of one vendor and consideration of an outdoor neighborhood get-together in the future as well as a pre-holiday food drive to benefit Care and Share.

- Traffic and Safety – Carl reported on the 4 police events in August and the three patrols requested for October. He noted that billing from the Colorado Springs Police Department was lagging and that the HOA had been billed only through May. He also commented on paving requests for Germaine and Haverhill and the three contractors responsible for the sidewalk reconstruction as a part of the 2C project.
- ACC – In the absence of the ACC, Christine reported on the two colors of a house subject to a flip and noted that the sales documents stipulate that the house must be painted in conformance with ACC rules.
- Membership – It was reported that membership stood at 504.

#### **Old Business**

- Annual Audit – Christine indicated that this year’s audit would be conducted by Eric Roberts and Bill Thomas; Bill had previously served as Treasurer of the HOA, and Eric would provide continuity since he had been involved in the prior year’s audit. It was noted that Joel would have the requisite financials ready for the auditors in about one week and that Carl would provide the FOG and respond to questions.

#### **Other Business**

- PHOA Annual Meeting – Discussion ensued about the format of the Annual Meeting, the inability to project slides in the Park, the use of a one-page agenda for all attendees, advertising of the meeting via various means, and the offering of refreshments for Meeting attendees. It was noted that Board members up for re-election were Karin, Joel and Christine. Thereafter, it was unanimously:

**Voted:** To approve an expenditure of up to \$75 to purchase refreshments for attendees at the Annual Meeting.

- Dumpster Day – It was agreed that the need for volunteers would be communicated.
- Membership Chair Replacement – It was agreed that this opening would be promoted at the Annual Meeting and via a Newsblast, along with the two Board openings and the volunteer CPA.
- Annual Tax Filing – It was agreed that Christine would reach out to Ed Anderson to prepare the annual tax filing for the fiscal year ended August 31, 2021. Thereafter, it was unanimously:

**Voted:** To authorize an expenditure of up to \$200 for Ed Anderson to prepare and file the HOA tax return.

- Other matters discussed included the 9/26 Creek Week clean-up, the assumption by Judy McBride of bookkeeping responsibilities for the HOA, and the need for a reminder via Connections that food trucks would be on-site every Tuesday through the end of October.

There being no further business, the meeting was adjourned at 9:02 pm.

Respectfully submitted,

Judith K. Benson