

TOWNHOMES AT PINE BLUFFS HOMEOWNERS ASSOCIATION

ANNUAL MEETING AND BUDGET RATIFICATION
November 9, 2021- 5:00 PM
Parker Library

DATE AND TIME

The Annual Homeowners Meeting of the Townhomes at Pine Bluffs (referred to hereinafter as "Owners") was held on Wednesday, November 9, 2021, at the Parker Library, Event Hall A at 20105 Mainstreet, Parker CO 80138 at 5:00 PM.

I. CALL TO ORDER

On behalf of the Board, Director Brown called the meeting to order at 5:00 PM. Introductions were made.

Directors Present: Jason Brown, Nancy Kronberg and Teri Burley

Also, Present: Teleos Manager, Kathy Anderson recording the minutes.

Homeowners Present: Cliff High, Marty Pickert, Andrea Kling, Adrienne Burdette, Carrie & Ronnie Graham, Ralph Alexander, Cynthia Renkel, Michael Haigh and Kit Summers

II. PROOF OF NOTICE AND ESTABLISHMENT OF QUORUM

The proof of notice for the Annual meeting was mailed to 84 homeowners of record on October 25, 2021.

A quorum of 20% of the Homeowners entitled to cast votes was achieved. Manager received twelve (12) emailed proxies and (1) handed in at meeting- 5 for vote by the President, 6 for Quorum purposes, 1 for vote by Nancy Kronberg and 1 for vote by Ralph Alexander. Nine (9) households were represented in person.

III. EDUCATIONAL- JASON BROWN- ASCENT BUILDERS

Director Brown spoke to the homeowners about the completion of the landscaping, mailbox kiosk and picnic area and the process for the transition in the spring.

All 84 units have been sold and are occupied.

The landscape/sod at building #8 will be completed in the spring. The trees along Hess Road will be planted in the spring. Ascent did receive a variance from the Town of Parker that will allow rock mulch along Hess Road as opposed to native. Ascent will need to walk all landscaped areas with the town and the HOA prior to acceptance.

The mailbox kiosk and the re-location of the mailboxes should be completed by December 15, 2021. Ascent will notify the post office and the homeowners.

The picnic area will not be completed until after the first of the year. There will be one picnic table and a pergola structure (approximately 16 x 16) that will be installed. The pergola structure will be similar to the structure by the pool.

Ascent will pay for a Reserve Study to be completed. Manager has contacted Aspen Reserves to set an appointment for the study.

Ascent will provide a maintenance plan for the community before the transition takes place.

Ascent will repair all spaling concrete and walks on the buildings that were built by Ascent prior to the transition.

Homeowner asked about spigot locations on buildings. Discussion ensued regarding washing the buildings. Manager stated that a bid could be obtained for power washing, however, the dollars would need to come out of the landscape budget. Director Brown stated that in the Ascent buildings there is a spigot located in the garage in the closet. Manager requested that Director Brown email exact location and then the information would be e-blasted to the homeowners.

Homeowners stated that the pigeons that were blocked in certain areas in the summer are back in a different area. Manager asked board if homeowners could install pigeon protection spikes. Board agreed as long as nothing is nailed into the roofs.

Homeowner asked about sprinkler door signage. Director Brown will look into it.

IV. APPROVAL OF THE JULY 28, 2021 BOARD MEETING MINUTES

Manager presented the July 28, 2021 meeting minutes to the Board of Directors.

Upon a motion duly made by Director Burley, seconded by Director Kronberg, and upon vote, the July 28, 2021 meeting minutes were unanimously approved.

V. APPROVAL OF THE 2021 THIRD QUARTER FINANCIALS

Manager presented the 2021 Third Quarter Financials to the Board of Directors.

Upon a motion duly made by Director Kronberg, seconded by Director Burley, and upon vote, the 2021 Third Quarter Financials were unanimously approved.

VI. ADOPTION OF THE HB 1310 FLAG/SIGNAGE RULE AND INSPECTION OF RECORDS POLICY

Manager emailed the HB 1310 Flag/Signage rule #19 to the homeowners on October 12, 2021 for a 30 day review by the homeowners. The rule was updated solely to comply with House Bill 21-1310 Act that Governor Polis approved on July 2, 2021.

Manager received comments on the rule from one homeowner. Manager shared comments with

the Board of Directors. After reviewing, the board agreed with (i) and added **gravel** to the language.

The president signed the new rule #19. Manager will post to the website.

The updated Inspection of Records policy, also signed by the Governor in July, and adopted by the Board of Directors on September 9, 2021 has been posted to the website.

VII. RATIFY THE 2022 BUDGET

The proposed Budget for 2022 was distributed to the Homeowners in advance. The 2022 Budget calls for assessments to be raised from \$185.00 to \$190.00 for 2022 beginning January 1, 2022. It was explained that the dues increase needs to take place in order to fund a 5% inflationary increase in operating expenses and Reserves. Manager went through the line items of the budget for 2022.

Homeowner asked if the increase should be more than the \$5 in order to fund the reserves at a higher level. Director Kronberg stated that we will re-evaluate in 2022 once the reserve study has been completed.

Manager has contacted Aspen Reserve to schedule the reserve study for December/January. Aspen Reserve performed the Master Association's reserve study. Once completed, it will help the HOA determine how much should be contributed to the reserves on a yearly basis.

Following discussion, upon a motion duly made by Homeowner Summers, seconded by Homeowner Burdette, and upon vote, the 2022 budget was unanimously ratified.

VIII. ELECTION OF ONE DIRECTOR TO THE BOARD- ONE- THREE YEAR TERM

Manager stated that Teri Burley is running for re-election and Fabio Fernandez is running for the board seat.

Director Burley presented her qualifications to the Board and Homeowners. Homeowner Fernandez was not in attendance. Homeowner Alexander read the resume provided by homeowner Fernandez.

Manager also called for nominations from the floor. There were none.

Secret ballots were passed out to all homeowners in attendance as well as to the homeowners who were assigned proxies. Manager reminded homeowners that if they had already submitted a proxy not to vote.

Homeowner Burdette was asked to count the ballots.

Manager announced that Teri Burley has been re- elected to serve a three-year term beginning January 1, 2022, and ending December 31, 2024.

Director Burley accepted her nomination.

Officers will be elected at the first Board meeting of 2021.

IX. RESIDENTS FORUM

Homeowners stated that there is still a parking issue and that homeowners are parking their vehicles in visitor parking. Some are taking up more than one spot. Director Brown will have all visitor parking and indentations striped so that the spaces are clearly marked.

New homeowners and renters are also parking in fire lanes that have not been marked along Foxtail Pine Ct and Pine Basin Way. Manager has contacted Wyatts to put up Fire Lane signs on Foxtail Pine Ct. Director Burley will send photographs of the street locations along Pine Basin that need signage so manager can order signs for that area. Manager will e-blast all parking information again.

Director Brown will see that the containers on Scenic Park Drive are removed as soon as possible.

Homeowner asked about committee spots available. Manager stated that anyone interested in serving on the Design Review or Landscape committee should contact Teleos.

Homeowner asked about community directory. Manager stated that all homeowners would have to sign a document stating that their information could be used. Homeowner will email a list of potential interests to manager.

X. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:00 PM.

Respectfully submitted,

By: _____

President

By: _____

Secretary