



ANNUAL HOMEOWNERS MEETING
November 4, 2020
ZOOM CONFERENCE CALL
6 p.m. - 8 p.m.

DATE AND TIME

The Annual Homeowners Meeting of the Pine Bluffs Community Association (referred to hereinafter as "Owners") was held on Wednesday, November 4, 2020 at 6:00 PM via Zoom Conference Call.

I. CALL TO ORDER

On behalf of the Board, Director Dewitz called the meeting to order at 6:03 PM.

Directors Present: Doug Dewitz, Brendan Hynes, Amber Misgen and Rockland Miller

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

Homeowners Present: Teri Burley, Tom & Angi Rigot, Lorna O'Brien, Denise Werner, Kathy McGuire, Nirav Patel, Robyn Loftin, Leah Romuld, Bethany Thomas, Ronnie & Carrie Graham, David McPherson, Brenna McIntosh, Jennifer Dore, Mandi Dillman, Tina Cleavelin, Winston & Wendy Johnson, Mary Harlow, Mike Going, Rhys Salomonson, Kristyn Sheridan and Mark Shrode via phone.

II. PROOF OF NOTICE AND ESTABLISHMENT OF QUORUM

Manager disclosed that the Annual Meeting Notice, Proxy and proposed 2021 budget were mailed to **330** homeowners of record on October 6, 2020. Manager received **69** proxies: **11** for quorum purposes, **55** proxies for vote by the President, **1** proxies for vote by Doug Dewitz, and **2** proxy for vote by Brendan Hynes.

HOA bylaws state that 20% of votes of the association be present. The Manager announced that the quorum requirements had been met for the meeting.

III. KEESER PRESENTATION AND EDUCATIONAL- WINTER WATERING

Manager introduced Andy Knight, the account manager for Keesen. Via phone, due to technical difficulties, Andy discussed the types of trees that need more/less water and when and how often to water in the winter time. Andy provided a short slide show that manager e-blasted beforehand. Director Dewitz asked about fertilizer for homeowner trees. Andy stated that he likes to use an organic bio-stimulant without nitrogen called Roots or Panacea and mix it with the water used for deep watering. Discussion ensued regarding tops of many pines that have turned brown. Andy stated that it happened because of several freezes last season and that they would not grow back and would eventually need to be trimmed.

IV. HILLTOP PINES ELECTRICAL UPDATE

Director Dewitz discussed the progress of the electrical installation at the northeast corner of Hilltop Road and Scenic Park Drive. The board approved the project. All permits have been approved, however, the HOA is waiting on a schedule for IREA. Unfortunately, the electrical will not be installed before the holiday. There will be holiday lights in 2021.

Homeowner asked when the holiday lights will be turned on and off this year. Manager stated that they will be turned on the day after Thanksgiving and off the third week of January.

V. APPROVAL OF JULY 29, 2020 BOARD MINUTES

Manager presented the July 29, 2020 minutes to the Board of Directors.

Upon a motion duly made by Director Hynes, seconded by Director Misgen, and upon vote, the July 29, 2020 Meeting Minutes were unanimously approved.

VI. APPROVAL OF THE THIRD QUARTER FINANCIALS

Manager presented the Third Quarter 2020 Financials to the Board of Directors. Manager stated that as of today, there is \$54,000 in the operating account and \$426,565 in the Reserve account.

Upon a motion duly made by Director Hynes seconded by Director Misgen, and upon vote, the 2020 Third Quarter Financials were unanimously approved.

VII. RATIFY 2021 BUDGET

Manager walked the homeowners through the budget. Notable increases for the 2021 budget mentioned are the pool contract, water, landscape irrigation repairs and tree/shrub replacements. Manager discussed the capital improvements that took place this year and projections for 2021.

Following discussion, upon a motion duly made by Homeowner O'Brien seconded by Homeowner Thomas, and upon vote, the 2021 budget was unanimously ratified.

VIII. ELECTION OF 4 DIRECTORS TO THE BOARD

Manager stated that Mark Shrode and Teri Burley are running for the Board and Doug Dewitz and Brendan Hynes are running for re-election.

Each candidate presented their qualifications to the Board and Homeowners.

Manager also called for nominations from the floor. Rockland Miller stated that he would like to run again.

A secret zoom poll was launched with the four candidate names listed and Rockland Miller listed as the Floor Nominee. Director Dewitz reminded homeowners on the call that if they had already submitted a proxy not to vote in the poll. Manager stated that she would not be able to download the results until after the call ended. A tally of the proxies received will be cross checked with the online zoom poll to verify that no homeowners voted twice. Manager stated that the results would be e-blasted to all homeowners the following day.

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

IX. RESIDENTS FORUM

Two Homeowners asked about dead trees in the neighborhood. One specifically at the Narrow Pine entrance. Manager stated that 3 pines were replaced on the south side of Narrow Pine this year. Manager stated that the HOA spent around \$38,000 this year in tree replacement and that there is another \$30,000 in the budget for 2021.

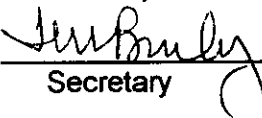
Homeowner asked how often the dead trees are examined. Manager stated at least twice a year. Management walked in October with Keesen and made a list of dead trees. The HOA/Committee and Keesen will walk again in early spring to determine the number of replacements. Bids will be presented to the board.

X. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:47 PM

Respectfully submitted,

By: 
President

By: 
Secretary

XI. ADDENDUM- NOVEMBER 5, 2020

Zoom tallied the votes from the online ballot. On November 5, Manager checked the proxies received against the online ballots to assure that no homeowners voted twice. Results were as follows: Brendan Hynes and Doug Dewitz were re-elected to the board. Mark Shrode and Teri Burley were elected to the board. All four board members accepted their board position via email. Manager sent out results to all homeowners via an e-blast to the community.