

CASTLE PINES HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS

MEETING MINUTES  
NOVEMBER 23, 2008

DIRECTORS IN ATTENDANCE:

Brian McCabe, President  
Mike Woerner, Secretary/Vice President  
Dustin Hubbard, Treasurer

ALSO IN ATTENDANCE:

Sandi Lappano, Landscape Committee  
Kim Breen, Landscape Committee  
Kirk Hansell, ACC  
Patricia Tacchetti, Social Committee

The meeting was called to order at 7:07 p.m. in the McCabe home. The Board minutes of October 12, 2008 were approved, unanimously.

Architectural Control Committee:

Kirk reported that there were no new issues to discuss.

Communications Committee:

Cilla was not present for the meeting but reported that she would soon update the website.

Landscape Committee:

Sandi prepared the attached report dated November 23, 2008.

With respect to the issues in the Landscape Committee's report requesting input from the Board, the Board agreed that there was no need at this time to seek a new landscaping company due to the satisfactory performance of BR Landscaping. In the event that BR Landscaping seeks to raise its fees at its next contract renewal, the Board will reconsider whether or not to seek bids of other landscaping companies.

With respect to the additional landscape lighting that could be installed at the entrance, the Board agreed to defer this issue pending discussion at the Annual Meeting.

With respect to safety concerns, the Board confirmed that it has no jurisdiction over the streets and sidewalks, and that it is up to parents to properly supervise their children. Regarding where children are able to play, in addition to the common area park with the play set, there is a common area park area above the east side of the entrance to Castle Pines. Children, of course, may also play in the adjacent Soaring Eagle Park as well as the Plateau Club (for members).

With respect to damage to property, Dustin agreed to review the books and records of the Association and attempt to determine how much money the HOA has spent repairing damage to Association property. Those figures will be presented to the Association at the next Annual Meeting.

Following a lengthy discussion, the Board decided to send a letter to the Association regarding these issues. Mike will prepare an initial draft and circulate it.

#### Treasurer's Report:

Dustin presented the attached budget, showing that expenses to date are under budget. However, additional bills will be received before the books are closed for the year. Dustin estimated that the actual expenditures for 2008 will turn out to be very close to the \$31,000 received in Annual Home Owners Dues. Thus, the Board is inclined to keep dues at the \$500 level first instituted for 2008. Expense categories for the 2009 budget will be revised to reflect actual, recent expenditures, but the total budget for 2009 is expected to be approximately \$31,000. Dustin will circulate a draft 2009 budget for the Board to review at its next meeting.

#### Social Committee:

Patricia reported that the Halloween party was a success. The Holiday party is scheduled for December 13, 2008 at the Plateau Club. Patricia and Megan have been working with the Plateau Club on the menu and the supplemental cost to each attendee.

#### New Business:

The Board will review Dustin's preliminary budget for 2009 at its next meeting, as well as the timing and content of the issuance of dues notices and notice for the next Annual Meeting. To that end, the Board's next meeting was scheduled for January 4, 2009, at the McCabe home.

Whereupon the meeting was adjourned at 8:16 p.m.

## Castle Pines Landscape Committee Report

November 23, 2008

### **BR Landscaping –**

~ The willows along the walkway to The Plateau Club have been pruned and the leaves raked. The crew alternates the areas they rake every other week. They no longer mow the lawns every week, but only when it is needed.

~ Seasonal color has been planted.

~ Two truck loads of rounded pea gravel will be distributed on the south half of the playground area. Boyd estimated the cost of material and labor to be under \$500. He had hoped to have it delivered a week or two ago, but I'm sure the weather and their work load has played a factor in the delay. He understood it wasn't a top priority. I have raked gravel from one side of the playground to the thin areas a few times, but don't plan to do it again. If it gets thin before the new rock is delivered, the families who use the playground will need to rake more rock into those areas.

~ Brian mentioned at the last meeting that we consider shopping around for a less expensive landscaper. The committee feels that BR Landscaping has done an excellent job and been very responsive to requests for additional projects. They rake the mulched areas every week, which won't necessarily be something another company will do. We feel that they have provided exceptional service and should be rewarded with our loyalty and continued business. They now service Montrachet, Chambord, Marivaux and Castle Pines, because they provide such quality service, plus they are in the area at least 2 days a week, so if we need anything, they can usually accommodate our requests.

**PhD Landscape Maintenance** – The fall deep-root fertilization, as well as surface fertilization has taken place. All of the laurels exhibit dark green color, which has taken nearly 3 years of fertilization to accomplish. The committee recommends we continue the existing fertilization program for at least another year, while the trees and shrubs really establish themselves.

**Advanced Lighting** – Brian mentioned that he would like us to consider additional landscape lighting in the entrance (hillside) areas. Do we want to research the possibility further? If so, I will contact Advanced Lighting. Once I know the consensus, further action can be taken. Knowing the level of interest will help, before I contact Advanced regarding the proposal for the pathway lighting. They didn't get back to me, and I haven't asked them about it since late spring/early summer.

**Landscape & Safety Concerns** – Some children continue to walk or run through the decorative grasses, the lavender and the flower beds while playing. There is also salal (ground cover) planted throughout the common areas and some of those shrubs have been uprooted from foot traffic. We have been fertilizing all of the common ground plants, shrubs and trees to help them get better established and to display attractive color and foliage. After 3 years of this, the plants are finally beginning to take hold.

Allowing the children to trample them defeats the purpose and wastes the homeowners' money, while devaluating the appearance of the Castle Pines neighborhood, where many of the properties are valued over \$1 million. The landscape committee invests a good share of time to keep our development looking presentable (buying light bulbs and replacing burned out bulbs & resealing the lights, watering & deadheading seasonal summer color 1-2 times daily, watering new trees, coordinating plantings and pruning, sometimes pruning salal & other plants/trees, transplanting grasses, researching various projects, etc.) in an effort to keep our property values high. We have done a considerable amount of work ourselves, in order to keep our HOA dues in check, out of respect for the homeowners.

Some children continue to run out onto the street near the intersection of 259<sup>th</sup> Avenue & 259<sup>th</sup> Place without looking for cars, sometimes when it is nearly dark and at the time residents are returning home from work. This is a very valid safety concern for the children and the drivers. Just a year ago, we spent \$2500 and a substantial amount of research time retro-fitting the east park entrance to help make it safer for the children and easier for the parents to keep the children in the fenced in area. The areas outside the fences were not designed for heavy foot traffic (ie. ground cover, grasses, lavender, flower beds), but to show case the common grounds and the entrance to our neighborhood. It is possible to walk through the barked areas where the salal is planted without walking on it or uprooting it, and to avoid the raised sprinkler heads, however the grasses and lavender were not intended to be walked on.

We ask the Board to consider these issues and address them accordingly, before someone gets seriously injured and/or a law suit is filed. As homeowners in a development with a HOA and CC&Rs, there is an expectation that everyone should respect both private property and common areas, for the good of all. A year ago the Board asked those who use the parks to leave them in the same or better condition than when they arrived. This common sense approach is not too much to expect.

If the children need more space to run or play a game, there is a lawn area between the Castle Pines gate to The Plateau Club and the Rec Center. It provides a grassy area to play, however parental supervision would be necessary. There's also 640 acres of wooded trails adjacent to Castle Pines that provides plenty of space to walk, bike and run, but again requiring parental supervision.

# Castle Pines Association

Income and spending  
1/1/2008 through 12/31/2008

<b>Income</b>	<b>Total</b>
Beginning Balance	\$ 28,962.43
Rebates & Credits	\$313.00
<u>Annual Home Owners Dues</u>	<u>\$ 31,000.00</u>
<b>Total Income</b>	<b>\$ 60,275.43</b>

<u>Expense Categories</u>	<u>08 Actual</u>	<u>08 Budget</u>	<u>08 Delta</u>
Accounting	\$ 515.00	\$ 500.00	\$15.00
Annual Meeting	\$ 131.28	\$ 250.00	(\$118.72)
Backflow Testing	\$ 70.00	\$ 120.00	(\$50.00)
Bank Charge	\$ 88.00	\$ 100.00	(\$12.00)
Business License	\$ 10.00	\$ 20.00	(\$10.00)
HOA Supplies	\$ 147.31	\$ 290.00	(\$142.69)
Insurance	\$ 3,516.00	\$ 3,500.00	\$16.00
Landscaping	\$ 16,205.77	\$ 15,000.00	\$1,205.77
Repairs and Maintenance	\$ 283.07	\$ 3,000.00	(\$2,716.93)
Social Activities	\$ 2,286.70	\$ 3,000.00	(\$713.30)
Taxes	\$ 89.08	\$ 100.00	(\$10.92)
Utilities	\$ 3,660.41	\$ 5,200.00	(\$1,539.59)
ACC Consulting	\$ -	\$ 1,000.00	(\$1,000.00)
Website	\$ -	\$ 300.00	(\$300.00)
<u>Streen Cleaning</u>	<u>\$ -</u>	<u>\$ 500.00</u>	<u>(\$500.00)</u>
<b>Total Expense Categories</b>	<b>\$ 27,002.62</b>	<b>\$ 32,880.00</b>	<b>(\$5,877.38)</b>
<b>Current Account Balance</b>	<b>\$ 33,272.81</b>		

### Year to date expenses

- Accounting
- Annual Meeting
- Backflow Testing
- Bank Charge
- Business License
- HOA Supplies
- Insurance
- Landscaping
- Repairs and Maintenance
- Social Activities
- Taxes
- Utilities

