

Pinon Ranch HOA - Board Meeting Minutes

Date: February 12, 2025

Time: 6:00pm

Place: Starbucks 3239 Centennial Blvd.

Attendees:

- Johny Enright, Vice President
- Annette Delahoy, Treasurer
- Molly Geronazzo, Member at Large
- Frank Hibbitts, HOA Manager

The meeting was called to order at 6:03 pm with a quorum present. Minutes from January were accepted with a vote of 3-0.

- I. Board Member Comments: Proposed changes to city ordinance to allow ADU's see city website: [Accessory Dwelling Unit \(ADU\) Ordinance Update | City of Colorado Springs](#)
 - The Yearend 2024 HOA financial statements were discussed. It was noted that income is reported on a cash basis, while expenses are on an accrual basis, known as a modified cash-basis. There are some delays with expenses for work done at year-end being billed in the following year. Management believes these lags are consistent from year to year but will encourage more timely billing from vendors. The HOA balance sheet uses accrual basis accounting.

II. HOA Member Comments: None present.

III. Manager Report:

Banking:

Account Balances as of 1/31/2025: Checking account balance is \$23,415.89, Savings (Replacement Reserves) balance is \$6,052.77, and there are two certificates of deposit totaling \$8,000.00 (part of replacement reserves).

- January expenses are attached.
- As of 12/31/2024, one member has not paid their HOA dues for 2021, 2022, 2023, and 2024. The house is currently undergoing foreclosure. The matter has been referred to our attorneys to begin the collection process, and an HOA lien is placed on the property.
- Invoices for the 2025 HOA assessments were emailed to members on 1/3/2025. The due date is 2/1/2025, with a 28-day grace period, so late fees will not be charged until March 1st.
- Landscape Maintenance: CorBran's is currently managing this. The contract for 2025 needs renewal before 4/1/2025. They are preparing a renewal proposal.
- Snow removal is being handled by Dennis Delahoy, with Frank Hibbitts as the backup.
- The required government CTA report has been delayed by the courts. Monitoring continues.
- Mailbox repainting is in progress.
- Financial statements have been turned over to the CPA to file 2024 tax returns.

IV. Webmaster Report:

- Update board members and officers following the elections.
- Post minutes from the Annual Meeting.
- Post the 2025 Budget, Balance Sheet as of 12/31/24, and 2024 Year-End Accounting.

V. Old Business:

VI. New Business:

- HOA management service proposal for 2025. 6510 Property management is proposing a slight cost-of-living adjustment. The HOA management and HOA trash program management fee will be combined. In the past, due to the uncertainty of the HOA Trash service and the optional recycling, it was billed as a separate 5% fee (based on the monthly HOA trash service cost). **The new monthly fee will be \$275** compared to the old \$230 plus 5% trash fee of the monthly vendor, which varied from \$40.50 to \$45 last year, **resulting in a total of about \$270 to \$275, per month.**

The board voted 3-0 to approve the management proposal for 2025.

VII. Architectural Review Committee:

- 5555 Flag Way proposed permanent soffit lights. The proposal was approved with 2 votes in favor and 1 abstention.

VII. Neighborhood covenant and bylaws enforcement:

Neighborhood Covenant and Bylaws Enforcement - Inspection Report and Log:

- Board members conducted a neighborhood walkthrough on August 25, 2024. The next walkthrough is scheduled for February 23, with March 2 as a backup date.
- Refer to the attached enforcement log in the agenda attachments.

NOTES CARRIED FORWARD:

Street Repairs:

- Mule Deer Drive is scheduled for repairs during the 2025-2026 period.
- The city will dispatch personnel to assess the condition of the streets.
- John will follow up with Amy, the former HOA President, to continue her work regarding pending street repairs with the city.

VIII. Community Events.

The tentative 2025 HOA Board of Directors meeting schedule is:

Wednesdays: March 5th, April 9th, May 14th, June 11th, July 9th, August 13th, September 10th, October 8th.

The 2025 Annual meeting will be in November or early December.

Social report:

2025 social event dates are yet to be determined.

Agenda Attachments

January Expense Report:

	Type	Date	Num	Memo	Account	Amount
6510 Property Mgt.						
	Bill	01/22/2025	80	Mgt fee Nov- Jan	Administrative Services	\$ 690.00
	Bill	01/22/2025	80	Trash Mgt fee Nov-Jan	Trash & recycling admin.	\$ 122.75
	Bill	01/22/2025	80	Copies meeting Oct (board), Dec (annual) & Jan (board)	Printing and Repro.	\$ 49.72
	Bill	01/22/2025	80	Late statement Ryan	Administrative Services	\$ 12.00
	Bill	01/22/2025	80	Snow removal / ice melt (11/6, 12/9, 12/10 & 12/11) heavy	Snow removal	\$ 350.00
Total 6510 Property Mgt.						\$ 1,224.47
Carefree Disposal						
	Bill	01/01/2025	1715	Jan billing new rate	Trash Expense	\$ 835.00
Total Carefree Disposal						\$ 835.00
Dennis Delahoy (vendor)						
	Bill	01/18/2025	1/18-25	snow removal and ice melt	Snow removal	\$ 85.00
	Bill	01/26/2025	1/26/25	1/26 snow removal	Snow removal	\$ 60.00
	Bill	01/27/2025	1/27/25	snow removal-hard pack spot by hand & ice melt	Snow removal	\$ 85.00
Total Dennis Delahoy (vendor)						\$ 230.00
DORA_Colo. Dept of Rev.						
	Check	01/15/2025	ACH	HOA reg. renewal	Bus. Licenses & Permits	\$ 44.00
Total DORA_Colo. Dept of Rev.						\$ 44.00
eFileMyForms.com.						
	Check	01/22/2025	debit card	2 - 1099 NEC filings for 2024 (Back to Life Fence & 6510)	Professional Fees	\$ 9.52
Total eFileMyForms.com.						\$ 9.52
USPS						
	Check	01/06/2025	debit card	PO Box renewal - 1 yr	Postage and Delivery	\$ 200.00
Total USPS						\$ 200.00
TOTAL						\$ 2,542.99

Neighborhood covenant and bylaws enforcement - Inspection Report and Log (next page)

		Flag Way			8-Feb-25		
		Enforcement action report					
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Result
5440	Flag						
5445	Flag						
5450	Flag						
5455	Flag						
5460	Flag						
5465	Flag						
5470	Flag						
5475	Flag	Weeds in grass 8/25					pend to spring 2025
5475	Flag	Dead spots in lawn 6/11			No change 4/21, better 8/8		pend to spring 2025
5480	Flag	Stump removal needed 4/21			no change 6/10 & 8/8. It appears he is using a chemical method to remove it on 8/25, No change 2/8/25		cont to monitor
5485	Flag						
5490	Flag						
5495	Flag						
5505	Flag						
5510	Flag						
5515	Flag						
5520	Flag	weeds in rocks etc. south side 8/25					pend to spring 2025
5525	Flag	weeds in rocks, and xeriscape	7/24/2023		no change 10/17. 4/21, better 8/8 & 8/25		pend to spring 2025
5530	Flag						
5535	Flag						
5540	Flag						
5545	Flag						
5550	Flag	Lawn is dying, maint. Needed 6/10. Bush and tree trimming needed 6/10	6/13/2024	9/4/2024	better 8/8 & 8/25	8/20/2024	pend to spring 2025
5550	Flag	weeds	9/5/2023 & 6/13/2024 & 8/20/24	9/4/2024	no change 8/25	8/20/2024	pend to spring 2025
5555	Flag	weeds in rocks 6/10			no change 8/8, better 8/25		pend to spring 2025
5560	Flag						
5565	Flag						
5570	Flag						
5570	Flag	crumbly side walk			Submitted request to city to replace this sidewalk on 8/10/20.		
5575	Flag						
5580	Flag						
5585	Flag	Weeds in rocks			minor weeds 10/17. Ok 6/10/24, minor 8/8 & 8/25		pend until spring
5590	Flag	Weeds in rocks front and back yard	9/5/2023 & 2/26/24	6/25/2024	Back yard cleaned up 3/9/24. Weeds 6/10	6/11/2024	pend to spring 2025
5595	Flag						

		Sample Way					
		Enforcement Action Report		as of 8-Feb-25			
Address	Street	Issue	Courtesy ltr Date	Follow up date	Notes	Warning Ltr date	Result
5460	Sample						
5465	Sample						
5470	Sample	Tree stump	2/26/2026		They are considering different design options. No change 8/25/24, 2/8/25		
5475	Sample						
5480	Sample						
5485	Sample						
5490	Sample						
5495	Sample	Mulch needed	2/26/24; & 6/13/24 & 8/14/24	9/15/2024	no change 3/9 & 4/21 & 6/10. Waiting on submittal of updated xeriscape plan. No Change 8/8 & 8/25/24 & 2/8/25	8/30/2024	fine issued Feb 2025
5505	Sample						
5510	Sample						
5515	Sample	South side lawn dying, maint. Needed (6/10)			no change 8/8 & 8/25		pend to spring 2025
5515	Sample	weeds in rocks (4/21)			N/C 6/10, better 8/8		pend to spring 2025
5520	Sample	weeds in rocks (4/21)			minor 8/8, ok 8/25		cont. to monitor
5525	Sample						
5530	Sample						
5535	Sample	Lawn maintenance needed (4/21)			was mowed, but maint. And water still needed (6/10) No Change 8/8 & 8/25		pend to spring 2025
		weeds in rocks (6/10)			No change 8/8 & 8/25		pend to spring 2025
		Large trash dumpster in driveway					
5540	Sample						
5545	Sample						
5550	Sample						
5555	Sample	weeds in rocks 8/25					pend to spring 2025
5560	Sample						
5565	Sample						
5570	Sample						
5575	Sample	Commercial vehicle parking not allowed (new Sept)	9/18/2024	9/25/2024	Vehicles moved on 10/3/24		cont. to monitor
5575	Sample	Overnight RV & trailer parking (July)	7/15/2024		resolved July 2024		cont. to monitor
5575	Sample	Tenants consistently blocking sidewalk in violation of city code and parking bylaws, at times is forcing pedestrians into the street.			no change 6/20. 7/9/23 getting better, 8/20 & 10/17 still an intermittent issue. Intermittent summer of 2024		cont. to monitor
5580	Sample						