

# **Pinon Ranch HOA - Board Meeting Minutes - May**

Date: May 28th, 2025

Time: 6:00pm

Place: 3.14 Sweet & Savory Pie - 5152 Centennial Blvd.

## **Attendees:**

Johny Enright, Vice President  
Annette Delahoy, Treasurer & Secretary  
Jeff Hanson, Member at Large  
Molly Geronazzo, Member at Large  
Frank Hibbits, HOA manager

**Meeting called to order ~6:19p.m. Quorum confirmed, April minutes approved (4-0).**

**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](#)

*5/28 - update on ordinance. According to city's website, Pinon ranch neighborhood is located within the Wildland Urban interface. Therefore, accessory dwelling units (ADUs) are not permitted in our neighborhood under the newly updated ordinance.*

## **II. HOA Comments:**

## **III. Manager Report:**

### Banking:

Account Balances as of 4/30/2025: Checking account balance is \$29,836.89, Savings (Replacement Reserves) balance is \$6,094.08, and there are two certificates of deposit totaling \$8,000.00 (part of replacement reserves). *5/28 Treasurer advised these balances have been verified between Quickbooks & bank statements.*

- April 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.
- *5/28 update - HOA manager advised homeowner has offered to negotiate a settlement on past due invoice for HOA dues & Fees. Discussed matters pertaining to issues concerning this address in an executive Session prior to meeting being called to order.*
- Invoices for the 2025 HOA assessments were emailed to members on 1/3/2025. The due date was 2/1/2025, with a 28-day grace period, late fees were charged for past due accounts.
- *4/9* reviewed the collection report. Johny is going to make a personal friendly visit to the residents with past-due accounts. voted on (3-0).
- *5/28 Johny and Jeff followed up with the residents. Johny needs an invoice to provide to 5480 Sample Way.*
- Landscape Maintenance: CorBran's is currently managing this.

- **4/9** water just turned on by the city. We turn off in winter so not charged during these months. There is a \$75.00 reconnection fee. Saves a few hundred dollars a year. CorBrans should be here next weekend to turn on the irrigation system.
- **5/28** Cobran's turned the water for the irrigation season (May to October).
- The required government CTA report has been delayed by the courts. Monitoring continues.
- Mailbox repainting is in progress.
- **4/9** Jeff will follow up.
- **5/28** painting of mailboxes completed except for base. Jeff will advise Mr. Frank of AHS construction to provide us with an invoice for payment.

#### IV. Webmaster Report:

- 5/28 board members and officers have been updated on portal as well as meeting minutes through March.
- 5/28 minutes from the Annual Meeting still need posted. Annette will work on this. May need to get minutes from Frank if she doesn't have them.
- 5/28 the 2025 Budget, Balance Sheet as of 12/31/24, and 2024 Year-End Accounting docs have been posted to the portal
- **5/28** Treasure advised not a very user friendly portal and we don't have support which makes it challenging for new users.

#### V. Old Business:

#### VI. New Business:

**5/28** Frank updated BOD on benefits & advantages of getting a new HOA software, "Pay HOA". It is a complete HOA software solution for accounting, member communications, payments, vendor management, violation tracking & HOA website. Annette and Frank participated in a zoom call to review this software.

*Advantages:*

QuickBooks charges 1% per ACH bank payment (currently \$6.06 at the existing dues rate) compared to approximately \$2.00 for Pay HOA.

- An HOA website with customer support costs \$25 per month (\$300 per year), whereas DreamHost and WordPress cost around \$120 per year but do not offer customer support. Additionally, members can view and pay their accounts through the website portal.

- QuickBooks Online presently costs \$33.50 per month but will increase to \$65 per month soon, while PayHOA costs \$59.00 per month.

Here is link for more information: [HOA Software](#) | [HOA Management Software](#) | [HOA Accounting - Pay HOA](#)

**5/28** Johnny suggested we table this to next meeting so everyone has opportunity to check out the above link. The cost would be \$59 monthly plus \$25.00 per month to have the website with customer support. A total of \$84.00 per month, \$1,008 annually.

## **VII. Architectural Review Committee:**

## **VII. Neighborhood covenant and bylaws enforcement:**

*5/28 Next neighborhood walkthrough is scheduled for June 8th at 11:00 a.m. with June 22nd as a back up in the event of inclement weather or other unforeseen circumstances.*

## **NOTES CARRIED FORWARD:**

### Street Repairs:

- Mule Deer Drive is scheduled for repairs during the 2025-2026 period.
- City personnel will be sent to evaluate the condition of the streets.
- Potholes on Sample and Flag have been reported to the city, and work is currently in progress.

## **VIII. Community Events.**

The tentative 2025 HOA Board of Directors meeting schedule is:

Wednesdays: June 18th, July 9th, August 13th, September 10th, October 8th.

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

## **Social report:**

*5/28 2025 social event dates are yet to be determined. Usually Amanda Brush & Randy Johnson determine what the events will be. They are the social committee.*

## Agenda Attachments

April Expense Report (next page):

		Type	Date	Num	Memo	Account	Amount
6510 Property Management							
		Bill	04/19/2025	81	Mgt & trash mgt fee Feb - April	Administrative Services	\$ 825.00
		Bill	04/19/2025	81	Copies meeting Feb, March & April plus HOA w	Printing and Reproduction	\$ 23.98
		Bill	04/19/2025	81	Late statements March (3) April (2)	Administrative Services	\$ 60.00
		Bill	04/19/2025	81	Snow removal 2/21	Snow removal	\$ 65.00
		Bill	04/19/2025	81	Arch review s (3) 5550 Flag, 5515 Flag & 5580	Administrative Services	\$ 75.00
		Bill	04/19/2025	81	Feb minutes	Administrative Services	\$ 25.00
		Bill	04/19/2025	81	Fine Ltr.	Administrative Services	\$ 25.00
		Bill	04/19/2025	81	Offer of payment plan letter	Administrative Services	\$ 25.00
Total 6510 Property Management							\$ 1,123.98
Altitude Community Law							
		Bill	04/01/2025	944970	Skip trace and process service - 5535 Sample	Professional Fees	\$ 95.00
Total Altitude Community Law							\$ 95.00
Carefree Disposal							
		Bill	04/01/2025	2056	April	Trash & recycling Expense	\$ 835.00
Total Carefree Disposal							\$ 835.00
Dennis Delahoy (vendor)							
		Bill	04/19/2025	4/19/25	1/7/25 snow removal	Snow removal	\$ 60.00
		Bill	04/19/2025	4/19/25	1/30/25 snow removal	Snow removal	\$ 60.00
		General Journal	04/21/2025	50B	Transfer credit to A/R	Snow removal	\$ (606.00)
		Bill	04/21/2025		recon. account	Snow removal	\$ 6.00
Total Dennis Delahoy (vendor)							\$ (480.00)
Intuit							
		Check	04/25/2025	EFT	QB on-line monthly charge	Computer and Internet Expenses	\$ 33.50
Total Intuit							\$ 33.50
Keesen Landscape Management Inc							
		Bill	04/10/2025	276624	April as per contract	Law n & Tree Maintenance	\$ 615.75
Total Keesen Landscape Management Inc							\$ 615.75
TOTAL							\$ 2,223.23

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

		Flag Way					
		Enforcement action report			23-Feb-25		
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 sidewalk			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						

		<b>Sample Way</b>					
		<b>Enforcement Action Report</b>		as of <b>23-Feb-25</b>			
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, 2/25/25		
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 & 2/25/25	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						