

THE SPRINGS AT COAL CREEK RANCH

BOARD OF DIRECTORS MEETING

March 17, 2025

In person at 219 Springs Drive and Via Zoom

CALL TO ORDER: The meeting was called to order at 3:05 p.m.

ATTENDING: Kathryn Oakes, President, Jeff Raikes, Director, Kate Resnick, Treasurer, Roger Hughes, Vice-President and Peg Miller, Secretary. Annie Douglas from Keystone was also present.

APPROVAL OF LAST BOARD MINUTES: Minutes from the last meeting, February 26, 2025 were approved with no corrections. Kate made a motion to approve and Kathryn seconded, minutes approved.

FINANCIAL REPORT: Kate Resnick, the treasurer reviewed the financial reports for 2/31/2025, balance sheet in February shows that we are ahead of budget for the year. Kate continues to work on setting up accounts for the HOA with Live Oak.

Annie talked about delinquencies, 3 people are delinquent in the payments, letters sent according to the HOA policy.

OWNERS ISSUES: None

Committee Reports:

ARC/LRC: Kathryn has been working with the various committees to revise the process for seeking a change and the forms that must be submitted. The forms have been reviewed and revised, and more timelines included. The instructions and forms have been improved and will be put into the guide-line handbook. Landscape form is looking better and nearly done. Keystone is trying to make it

possible to fill it out on-line. Keystone hasn't added that to the software but plans are to do it in the future. At that point, we can add our forms to the website in an editable format.

One homeowner has failed to follow-up with painting as agreed, and more than sufficient time has passed to get it done. If not, it will be a violation of our rules and the schedule of fines will kick in for non-compliance. Annie will follow-up with the homeowner to see when the painting will be done. It was mentioned that the homeowner does not believe that the ARC required painting, so the ARC with Annie will look into it.

Landscape: Board and LRC is looking for a new person to do the landscaping on the property. We may want to spend money to do clean up and put in new weed guard and ground cover to prevent weeds. Weeding and shrub trim. The Board will finalize the new person to hire for weeding by April.

Sod replacement is on the radar, Jeff is watching it, right now it is not ready. When sod is ready to be sold Jeff will get some to be used in some landscape projects. It is time to Check-on sprinkler heads. One location where tree removed, needs a sprinkler replaced by the homeowner, removed when adding concrete. Annie will contact homeowner. Owners will be asked to let Annie know if they are aware of any sprinklers that need repair.

Ponds: Caretaker option. The newsletter explained the new part-time pond position but received no responses. Most of this work has been done by volunteers in the past, but it is difficult to get consistent volunteers to do the daily tasks the ponds require. We will use BR&D as we have in the past, to do more technical things, and keep the pond equipment operating. Jeff knows someone who may be interested, we discussed the hourly amount we would pay so he could pass it along. Jeff will get back to the board about the candidate.

Roger is the pond committee chair and on the day of the meeting was out working with BR&D to identify problems. They performed work on pond 3, had

a leak, think they got it repaired. Pond 4, found one leak, can be fixed fairly easily. They are looking at pipes along sidewalk and replacing the filter on pond 6. BR&D will come to clean out the sludge. Pond 7 still working on it. RB&D comes 8-10 hours per week, and charge will be \$1,000 per week for this season.

Trees: Jeff is making a list of trees that need to be trimmed, many have already been done. We have invoices from Augustine trees that will show us what has been done to date. Make sure that trees that need to be done in the spring, get done, so a Jeff will make an updated list and send it to the committee members. Christian is the back-up and will do things that Augustine does not, including limbs cut, stump grinding etc.

We are ready to landscape where the trees were removed. We are waiting for comcast to come out and deal with the cables. Homeowners have contracted comcast. Enormous blue spruce came down, exposed things that have been there a long time. Annie will follow up.

Document Rewrite: Review of the Colorado laws and a comparison to possible templates has been complete. As soon as a template is ready to be chosen, the committee will meet and make some decisions going forward. The Board has discussed the possibility of moving out of the master association and will determine if that is possible, prior to completing the new documents.

Old Business:

1. Handbook is being formatted and new forms put in. Add the springs website to it, and it is ready to go out. It is upgraded, 3-4 years ago last time. How to distribute to the homeowners. Hard copy is available by request, but all others will be emailed. Homeowners can print out the new one.
2. The Board discussed the ponds, as shown above in the notes for the committee.
3. Trees: See above in committee reports. Christian will continue to do the winter pruning, Augustine trees will also continue work.

4. The new rock at west entrance to the springs to match the east one is being selected. The Landscape committee chose 3 rocks, Jeff chose the one he thought would work best. Jeff will take it to have it engraved and give us a mock-up for a final choice. He will also help install it.
5. Website. Upgrade, Roger is working on it. Has put more community information on it, and will keep adding, it will be a good place for the community to go to stay up to date, including handbooks, forms, calendar, and what is coming up.
6. Locking mailboxes. The Board initially approved one and included it in the letter. The size was not a good fit, it looked too small. Board members looked at other choices for locking mailboxes and found one that is bigger, more secure, fits our current placing and is approved by the US Postal service. The Board has now chosen a larger mailbox, can buy it on Amazon and Home Depot (\$94.00). If HO have one of the new ones from last year, please bring it to Kathryn. An email blast will be sent out providing information about the new approved mailbox.
7. The homeowner is responsible for removing and installing a new mailbox and must alert Annie if they do. The Board will buy new numbers and place them on any new boxes so that the numbers are uniform.
8. Flock or Wyze Nest, security system. The Board decided that we did not need to consider it any further.
9. Vendor evaluations: Roger spoke to RB&D, and will schedule a time to meet with Sun and Shade. Roger spoke to Sun & Shade about the April 4, fertilizer, they said they will keep an eye on it, will add some water if necessary, if no moisture within 3 weeks.
10. Newsletter, the Board received good feedback.

New Business:

1. Income taxes, nothing paid or owed. Kate signed the documents for filing.

2. The Board, through Roger, asked Keystone if the computers were down for several days due to a security breach. Keystone acknowledged that there was a breach, but was not able to tell us what impact it had. Keystone said they cut it off quickly.
3. Do we need a delegate for the Master HOA meetings. We should chose a delegate for the annual meeting who will cast 102 votes. We want to keep on top of the master budget and any proposed changes. We can sit in on any meeting if we want, the master minutes are vague about what goes on at the meeting.
4. Annie is in charge of tracking landscaping and ARC requests and has provided a spreadsheet with some information. No requests were made since the last meeting.
5. Roger continues to update the Springs website, see committee report above. Discussion about whether the minutes should be on a public website. We will remind homeowners that we have 3 website, 2 Keystone and one of our own.
6. Neighbor Concerns: None
7. Annie explained that CTA is back on, which requires Board to register. The Board members received information alerting them to fill in the form and to register with FINCIN. There is some question about whether HOA Boards are subject to the CTA and it is not currently being enforced.
8. Quick executive session about the Master.
9. Motion to adjourn, Kathryn moves, Roger seconds.

MEETING ADJOURNED: 4:49

NEXT MEETING: April 14, 2025 at 3:00

LOCATION: 219 Springs Drive, in person and by zoom.

Peg Miller, Secretary