

**Castle Pines Homes Association
Board of Directors**

Executive and Regular Meetings

Castle Pines Homes Association Building
688 Happy Canyon Road
Castle Rock, CO 80108
Friday February 15, 2008

ATTENDEES: Directors Jerry Raskin, President; Dan Roth, Treasurer; Leigh Kahn, Secretary; Director Jim Walker. Present from the CPHA Staff were: General Manager Mark Larson, DRC Administrator Jerry Winkelman, Accountant Carol Tilton, Landscape Technician Dave Cooper and Administrator Lisa Goodwin.

EXCUSED: Ed Will

OTHERS PRESENT: Residents Monica Flinner-Ross, Al Dugan, Linda Battin, Bill Kingery, Nancy Allen, Arlene Raskin, Ginger Wheelock, Gina Gerken, Mark Fellowes, Gil Stockton, Jan Burmeister, and Jack Vickers III.

MEETING AGENDA: Attached

I. EXECUTIVE SESSION

The Board of Directors met in an executive session and discussed personnel matters and legal advice with respect to various issues in the Village.

II. CALL TO ORDER

The general meeting was called to order at 7:50 a.m.

III. CONFLICT OF INTEREST DISCLOSURE

Board members should disclose any conflict of interest related to items on this month's agenda, or at any time during the meeting should a conflict of interest arise. No conflicts were identified.

IV. MINUTES

Motion Upon motion duly made and seconded the Board unanimously approved to accept the January 18, 2008 Board of Director meeting minutes with some minor revisions.

The Board recognized Linda Battin and the Communications Committee for doing an excellent job on the Volunteer Recognition Dinner in January.

V. FINANCIAL REPORT

Al Dugan of the Long Range Planning and Finance Committee presented the January Financial Report. The Board asked that Mark Larson put in writing all recollection of the verbal

agreement between the CPHA Board and the other parties involved in the Wildfire Protection Plan project. The Board stated that all future agreements with other Boards are to be in writing. Al stated that the LRP& F committee would be conducting an audit of all charges from Waste Management as to what physical addresses within the Village are being billed, and whether or not there is the presence of a home on that property.

Motion Upon motion duly made and seconded the Board unanimously approved to accept the January 2008 Financial Report.

VI. HOMEOWNERS REQUEST TO BE HEARD: Items not on the agenda

Gil Stockton of 51 Glenalla requested to be heard on the issue of coyotes within the Village. Gil stated that the coyotes are causing damage to pets and resident property. He asked that the Board consider trapping and relocating the coyotes.

Mark Fellowes of 57 Glenalla also requested to heard on the issue of coyotes. Mark recounted an incident in which his 2 collies were attacked by a pack of coyotes after being left outside in their backyard.

Arlene Raskin, Nancy Allen and Ginger Wheelock, resident members of the Wildlife Committee, spoke to the Board on the issue of coyotes. A handout was provided to the board indicating the policy of the committee to advocate for the preservation of the wildlife in the Village. The handout also discussed the efforts to date of the committee to educate the community about the behavior of the coyote, the responsibility of residents in regards to all wildlife, and the steps that can be taken to deter the coyotes from infringing upon their personal property (and pets). The Committee requested that the board support the committee's suggested actions through clarification and enforcement of our covenants concerning pets, garbage and firearms, and to support the committee's efforts to educate the community. We cannot trap and relocate coyotes. All trapped coyotes must be killed. Furthermore, trapping requires undergoing a permit process through the state. The Board stated that all reference to pets in our covenants indicate that pets are "household" pets such that dogs are not to be let loose to run in your yard unattended. Homeowners must understand that we live in a wildlife area and must respect it as such. Coyotes are always going to be a part of our community and there is documented evidence that removing coyotes will only result in other coyotes moving into that now open area. The Board requested that the Wildlife Committee develop a "wildlife protection plan" and present it to the board. This plan can also include an acknowledgement that residents understand the covenants regarding coyotes and wildlife.

VII. DEPARTMENT REPORTS

A. Management Report--Mark Larson

Mark Larson, General Manager of the Castle Pines Homes Association, presented his Management Report. The Metro District will be holding a community meeting on their proposed "tiered" water rates, February 25th at 7 pm. The Board stated that the importance of this issue must be emphasized to the community in order to encourage attendance. The eblast and Ch.22 should notify the community that there is a "proposed water tier system that may significantly affect the rates that you pay". *See attached report.*

B. Design Review Committee Report--Jerry Winkelman

Jerry Winkelman, Design Review Administrator presented the DRC report. We have no new construction on our agenda next week. Builders are laying off up to 60% of their workforce as the housing market continues to stay in a slump. We are predicting a slow year in 'new starts'. *See attached report.*

C. Emergency Services Report--Mark Larson

Mark Larson presented the Emergency Services report. There has been an increase in hiring to accommodate the vacancies recently created. Two officers were recently promoted to Sergeant. Len Jacob is heading up a committee to review and hire candidates to fill the role of Chief of ES. Douglas County Sheriff's office gave us excellent marks on how our ES officers and staff handled the incident that occurred last month at the Happy Canyon/I-25 interchange. The Board asked that these officers be recognized for their efforts at the next ES meeting. There was a fire on the south side of the Village and the response of ES and the Fire Department was very quick. An explosion caused by the build up of fumes in the basement while workers were staining cabinets started the fire. Officer JB Walters was recognized for his professionalism in handling the issue as it transpired. *See attached report.*

IX. OTHER BUSINESS

A. Communications Committee Presentation, CPHA Logo--Linda Battin
Advanced on the Agenda

Kirk Seabold from Seabold designs was present to provide information on the new logo design. Linda reiterated that the goal of the VCC was to create a logo that was distinctive, original, and embraced the natural surroundings while maintaining an understated elegance. The feedback from the last board meeting was to emphasize the word "Village" more in the design. It was decided to go with only one logo design. The design is very hopeful and positive with the crown at the top; there is better symmetry; and we have gone back to utilizing the big "C" and "S" in the text. The Board stated that they were very excited about the new design and really liked it.

Motion Upon motion duly made and seconded the Board unanimously approved to accept the revised logo as presented.

VIII. NEW BUSINESS

A. Enforcement Committee Appeal, Yoakum

The resident did not appear. Per the ruling of the Enforcement Committee \$9500 of the \$10,000 fine would have been waived if the homeowner had submitted a plan by the designated deadline. No plan has been submitted. It was told to the DRC by the resident's landscaper that the resident told him not to do any landscaping because they were planning on selling the house.

Motion Upon motion duly made and seconded the Board unanimously approved to uphold the Enforcement Committee's original decision on the Yoakum residence to assess a \$10,000 fine for failure to comply with the required landscaping requirements.

The Board asked that Carol conduct the necessary activities to place a lien on the house given their intent to sell the home in the near future. The Board also asked that Mark lay out the process for assessing liens versus assessing fines.

B. 2007 Auditor Engagement Agreement

The Board asked why there was a 10% increase in the auditor's fees over last year. They asked that Carol get bids from a couple of other firms.

C. Parks and Recreation Capital Request

There are two requests: one to replace the pool furniture that is old and damaged at the VLFC, Canyon Club and the Tennis Courts, and another to purchase new furniture for the Summit club. The colors for the new pool furniture have been through the DRC and have been approved.

Motion Upon motion duly made and seconded the Board unanimously approved the two capital requests: one for \$47, 423 to replace pool furniture at the Canyon Club, the Fitness Center and the Tennis Courts, and one for \$17,581 to purchase new pool furniture for the Summit Club, with the request that that vendor accept a 50% deposit instead of 100% full payment up front prior to delivery.

D. Access Control Update--Mark Larson

Mark Larson stated that the original design for access control was to create a "read range" that would allow residents to enter the Village at the speed limit. One of the reasons we have gate officers is to provide good customer service. Several months ago gate officers were given the ability to issue passes to enter into the village. The perception of some residents may be that people are being 'waived' through; however they may have a pass on their windshield. The new Chief of ES will be charged with reviewing and improving the process of access control.

E. Gate 3 Update--Mark Larson

Mark stated that the ultimate responsibility for the completion of Gate 3 was his. The gate arms are presently not working. We have had 3 resident cars get hit with the gate arms. As you pull up to the gate there is nothing to tell you that your transponder has been read and a resident following behind the car in front got hit with the gate arm. We are going to put in a system to tell you that your transponder has been read utilizing either a red or green light. We are also going to put a sensor on the gate arm so that if the arm hits something they will automatically go back up. There will also be a sign warning against tailgating the car in front. Gate 3 is presently in the process of being repaired and should be fully online soon.

F. Annual Meeting Agenda--Mark Larson

Mark stated that he has not heard back from Paul Dannels on whether or not the Metro District will make a presentation at the annual meeting. The appointment of a DRC member is to be removed from the agenda as all members are remaining on the committee. The logo presentation will be included on the agenda. The ES presentation will be replaced by the Wildlife Committee presentation.

IX. OTHER BUSINESS

B. Summit Club

A meeting is planned with Rob Johnson. Mark to email notification to the Board.

C. 2 Borealis Way--Mark Larson

The issues affecting the joint checking account have been resolved. The homeowner did not want a Board member on the account so only Mark will be on the account as a representative of the CPHA.

Motion Upon motion duly made and seconded the Board unanimously approved to revise the previous policy regarding the joint checking account for 2 Borealis thereby making Mark Larson as the General Manager of the CPHA the sole signatory representing the Homes Association.

D. Water Conservation

The Board requested that Ch.22 and the Eblast include a notification of the upcoming meeting on the proposed water tier rate along with a statement on the importance of attending.

E. Incorporation Update--Mark Larson

The petition has been submitted to the Douglas County Court. The Kenney group will be updated as to the current financials for incorporation.

X. IMPORTANT MEETING DATES

The March 2008 Board Meeting will be held in the Castle Pines Homes Association conference room located at 688 Happy Canyon Road, Castle Rock on Friday, March 21, 2008, 7:00 a.m. Executive Session, 8:00 a.m. Regular Meeting.

XI. ADJOURNMENT

Motion Upon motion duly made and seconded the Board unanimously approved to adjourn the February Board of Directors Meeting at 11:35 am.

Respectfully Submitted by,

Lisa Goodwin
Administrator