

**Castle Pines Homes Association
Board of Directors**

Executive and Regular Meetings

Castle Pines Homes Association
688 W Happy Canyon Road Castle Rock, CO 80108

Friday, September 20, 2013

ATTENDEES: Directors Linda Battin, President; Terry O'Connor, Vice President; Len Jacob, Treasurer; Chuck Skinner, Secretary; Al Dugan, Director. Present from the CPHA staff: General Manager Mark Larson, Chief of Emergency Services Drew Grant, Accountant Carol Tilton and Administrator Lisa Goodwin.

OTHERS PRESENT: Jon Gray, Metropolitan District Engineer; Sean Owens, Douglas County Engineer; residents Jim Demchak, Robert Seala, Paul Teague, Jim Kelly, Steve Marx, Gene Roberts, Don Somsy, and Bill Holwell.

EXCUSED: N/A

MEETING AGENDA: See attached.

I. EXECUTIVE SESSION

The Board of Directors met in executive session and discussed legal and personnel issues.

II. CALL TO ORDER / MODIFICATION OF AGENDA

The general meeting was called to order at 8:08 a.m.

III. CONFLICT OF INTEREST DISCLOSURE

Board members were requested to 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

(See Tab #1 of the September 2013 Board Package)

Motion Upon motion duly made and seconded, the Board approved the August 2013 Board of Director meeting minutes with corrections as noted.

VI. FINANCIAL REPORT – Director Jacob
(See Tab #2 of the August 2013 Board Package)

Director Jacob presented the August 2013 Financial Report.

- There were no changes to the Capital Budget/Expenditures since last month.
- Regarding Accounts Receivable, a payment of \$74,000 was received for the 23 lots on the north side of the Village bringing those accounts current.
- Administrative Labor Expense is anticipated to be \$28,000 positive for the year.
- Building Expense includes the charge for preventative maintenance on the CPHA building's generator.
- Emergency Services Labor Expense is on budget.
- Emergency Services Operating Expense, Equipment Maintenance and Repair Expense include the cost to repair the underground gate "loops" at Gate 5.

Mr. Larson reported he has spoken to the committees that control the largest part of the budget regarding their expense projections for next year. Mr. Larson stated that work on the 2014 Association budget is ongoing.

Director O'Connor asked for a general summary on how the delinquencies are tracking in relation to previous years.

Motion Upon motion duly made and seconded, the Board unanimously approved to accept the August 2013 Financial Report as presented.

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

Residents Jim Demchak, 318 Paragon Way; Bob Seale, 320 Paragon Way; and Paul Teague, 333 Paragon Way, were present to discuss the landscaping issues at 332 Ovida Way and the general overall appearance of their area. Mr. Seale stated that Paragon Way has lost its luster and beauty and he would like the Board's assistance in making it better.

Mr. Seale stated the landscaping of 332 Ovida is visible by more than half of the residents on Paragon Way. Mr. Seale reported the homeowner of 332 Ovida has cleared scrub oak and trees that didn't need to be removed; they stripped the land, and the entire back of their home is now completely viewable including a large amount of unattractive white rock under their deck. Mr. Seale reported the erosion that occurred as a result of their removing so much scrub oak is unacceptable and the barricades that were installed to stop further erosion are unsightly. Mr. Seale asked there be fines imposed and urgency by the Board towards improving these conditions immediately.

Mr. Demchak provided photos for the Board to review (*see attached handout*). Mr. Seale reported there is also garbage stacked on the property, cars parked there for extended periods of time and a general lack of consideration or effort by the Homeowner to keep up their property.

Mr. Larson reported the homeowner started the landscaping work without Design Review Committee (DRC) approval and once discovered the work was stopped. They did come to DRC and did get approval for a plan that includes re-vegetation to replace the trees they took out. Mr. Larson reported several of their trees had to be removed due to beetle infestation, however their approved plan requires they replace these trees in accordance with the DRC's requirements. Mr. Larson reported there has been extended periods of inactivity in completing their landscape project.

CPHA Landscape Technician Bill Holwell reported the homeowner installed white cobble, dry stream rock under their back deck to help with drainage issues. Mr. Holwell reported they are required to install trees and shrubs to help screen the cobble.

Mr. Larson reported the problem for the homeowner is that the Trust for the home has not released funds to the homeowner to complete the project. Mr. Larson reported he sent a letter to the homeowner requiring immediate action on the landscape plan in the hopes this will move the Trust to release funds. Mr. Larson stated they must complete their landscape plan this fall and that it is unacceptable to have further delays; the work remaining includes the planting of trees in the back to screen the property from the homes on Paragon and to re-seed the bare areas. Mr. Holwell stated their landscaper asked for a delay to spring, however this is the ideal time to re-seed so we denied their request for a delay.

Mr. Demchak asked the Board to impose a fine on this homeowner of \$100 per inch for all of the scrub oak they took out. Mr. Larson stated that unfortunately we have no way to measure the inches that were cut out. Mr. Larson added that some of the scrub oak did need to be cut out as a result of dead brush, and to do some thinning to help with re-growth.

Mr. Seale reported the homeowners on the other side of Mr. Demchak's property have had a dumpster and a port-a-potty outside their home for several months. Mr. Demchak stated the homeowner has been working on the inside of their home for over eight months and this is too long of a time to have to view construction activities, including the dumpster and the toilet. Mr. Demchak asked that we require the resident to move the portable toilet to the other side of the home where it would be less visible.

The Board asked Mr. Larson to check into this issue and to require the homeowner at 332 Ovida to clean up the trash on their property (re: pallet). The Board stated that action will be taken to correct these issues.

Resident Jim Kelly, 5179 Le Duc Lane, was present to ask the Board why two traffic circles were installed on Castle Pines Drive South. Director Battin stated the traffic circles are a Metro District project and were installed to calm speeding through that area.

Mr. Gray from the Metro District reported they have been looking at this area and monitoring speeding activities since 2009. Mr. Gray reported the stop signs there have been ineffective, the new development nearby will increase traffic, and this area is considered to be a high-recreational area. Mr. Gray reported that speed tables were recommended but were ultimately turned down by the Metro Board as being

aesthetically unpleasing and a potential traffic hazard. Mr. Gray reported the landscaping to be installed inside the traffic circles will include a large monumental tree and median strips will be installed.

Director O'Connor asked if drivers might end up driving into the sides of the circle during the winter months when there is snow covering it up. Mr. Gray responded drivers can drive through those circles at 15 mph, however a slower speed is recommended during bad weather. Mr. Gray reported we are in a "probationary period" and will need to refine the circles over time and as needed. Mr. Gray reported if speeding continues to occur between the two circles a strip median can be installed to help slow traffic as it narrows the road. Chief Grant reported ES officers will continue to do traffic enforcement in that area. Mr. Gray reported an article on this issue will be included in the next issue of the Village Reporter newsletter.

VI. MANAGEMENT/LIAISON REPORTS

A. Manager's Report – Mark Larson, General Manager

Mark Larson, General Manager of the Castle Pines Homes Association presented the Manager's Report.

(See Tab #3 of the August 2013 Board Package)

Sean Owens and Don Somsy were present to provide the Board with an update on the train whistle Quiet Zone project. Mr. Owens reported he has ordered the required signs and the County will be paying for the personnel and equipment to have them installed. Mr. Owens reported that due to competitive bidding the cost for the wayside horns was reduced by approximately \$10,000. Mr. Owens reported once the County has construction agreements in place with the railroad companies the "notice of intent" to improve" will be provided to the Public Utilities Commission. The Board thanked Sean and resident Don Somsy for their continued efforts on this project.

B. Emergency Services (ES) Report – Drew Grant, Chief of Emergency Services (ES)

Chief Grant presented the Emergency Services report. *(See Tab #3 of the September 2013 Board Package.)*

Chief Grant reported:

- There were 631 incidents and 7 medical assists in the August.
- Traffic incidents have remained consistent; barking dog incidents have risen.
- An offer was recently made to a new patrol officer; one was lost last month to Elbert County Sheriff's office. Another interview is scheduled for next week. Two of the new hires came off training and are now in the field.
- Half of the Patrol Officers are taking a driver safety course today and the other half in two weeks.
- There are two positions open for Sergeant and we like to promote from within.

C. Castle Pines Metropolitan District (CPMD) Items –Jon Gray, District Engineer.

Mr. Gray reported they are working on a project to improve the water infrastructure that supplies the homes in the Summit area. Mr. Gray reported the District will be building another water holding tank to be located in front of the District's office building; for this project they will be issuing a bond for funding with the intention of starting this project next year. Mr. Gray reported Mr. Dannels will be providing updates on this project going forward.

Mr. Gray further reported the detention pond in the R47/49 area was built for the 100 year storm. The developer tied in a pipe to the detention pond across the road to assist with drainage. Mr. Gray stated the Metro District will maintain and keep the pond clean and they will remove erosion areas to help prevent water going behind the homes and into the non-regulated flood plains. Mr. Gray reported the ponds are meant to handle short duration, high intensity storms, which is appropriate for this area. Mr. Gray added the Northstar developer has actually improved the flood control of that area such that the redundancy created will keep the pond from going over the emergency levels. Mr. Gray reported Metro did not receive any reports of flooded basements as a result of all the recent rainfall.

VII. ACTION ITEMS

A. Traffic Safety and Enforcement Plan – Mark Larson

(See Tab #4 of the September 2013 Board Package. For previous discussion on this topic please see August 2013 Board Packet, IX. Information/Direction, Item A.)

Mr. Larson reported that per the Board's direction at the August meeting, modifications were made to the draft plan. Director Dugan stated we need an implementation plan or schedule. Director Dugan asked Mr. Larson to present a plan for the Village regarding when the speed monitoring tools will be used.

Director Dugan reported at last month's Board meeting Director Skinner stated our objective is not to write NOV's but to slow people down. Director Dugan stated this is a correct, yet overarching statement. Director Dugan stated our objective is not to generate revenue, however we do want to write NOV's because it is a form of education; we need to have an active program of pulling people over and as we issue warnings we can keep track of those people and then issue an NOV where necessary. Director Dugan added we also need flashing lights on the side of the road with visible enforcement.

Director Skinner stated the purpose of what we are doing is to slow people down and we should do this overtly and not covertly. Director Dugan agreed with Director Skinner and stated that stealth enforcement should only be used for the "renegade" driver. Director O'Connor stated the objective is to make the road safer, there are tools to do that and we need to implement them.

Director Skinner stated he would like to change the wording of one sentence in section 2. The Board agreed to change the wording to "...in situations of high concern". Mr.

Larson stated this plan is not a change to the rules and regulations of our community so it will not go out to the public for comment. The Board asked that a notice about this plan be sent out in the next eblast with a hyperlink to the document on the CPV website.

Motion Upon motion duly made and seconded, the Board unanimously approved the wording of the Traffic and Safety Enforcement Plan with the changes as noted.

Due to a prior commitment Director Skinner left the Board meeting at 10:10 am.

B. Speeding Presumptive Fines Resolution – Mark Larson
(See Tab #5 of the September 2013 Board Package. For previous discussion on this issue please see the August Board Packet, IX. Information/Direction, Item C.)

Mr. Larson reported this is the first reading of the resolution, and following a motion to approve the wording of the resolution it will go out for public comment via the eblast and the CPV website.

Motion Upon motion duly made and seconded, the Board unanimously approved the wording of the Speeding Presumptive Fines resolution as presented.

C. Nomination to the Forest Stewardship Committee – Jack Hummel
(See Tab #6 of the September 2013 Board Package)

Motion Upon motion duly made and seconded, the Board unanimously approved the nomination of resident Suzy Beck to the Forest Stewardship Committee.

VIII. Information/Direction

A. North Meadows Extension Update – Mark Larson, Director Battin

Director Battin reported the project is moving forward and cost-saving options are being considered by the Town of Castle Rock. Mr. Larson reported that he had attended the last Castle Rock Town Council meeting during that meeting Bob Goebel, Public Works Director reported the costs for the project have been increasing. Mr. Larson reported the Town Council said that despite increased costs they are committed to moving forward with the project without further modifications. Mr. Larson reported the Town is waiting for the Colorado Department of Transportation to permit the start of phase 1 which is the section near Castle View High School. Mr. Larson reported the Town plans to go out to bid in October and start in November with a projected completion date in 2015.

Mr. Larson reported their costs to just remove dirt is somewhere around \$1.7 million. Mr. Larson added that we may have some opportunities there to obtain needed dirt. Director Battin reported the 14 acres of property near I-25 is not in a condemnation process, and is now considered to be economically viable for development.

IX. IMPORTANT MEETING DATES

Mr. Larson reported the October 2013 Board Meeting will be held in the Castle Pines Homes Association Conference Room located at 688 W Happy Canyon Road, Castle Rock on Friday, October 11, 2013, 7:00 a.m. Executive Session, 8:00 a.m. Regular Meeting.

The next Castle Pines Metropolitan District Board meeting will be held on Thursday, October 17, 2013 at 7:30 a.m.

X. ADJOURNMENT

Motion Upon motion duly made and seconded, the Board unanimously approved to adjourn the September Board of Directors Meeting at 10:20 am.

Respectfully Submitted by,

Lisa Goodwin