

Minutes
The Peninsula of Plum Creek HOA
Board of Directors Meeting
March 16, 2005
Safeway Store

Meeting called to order at 7:00 PM

Board members in attendance: Anne Quinn, Jerry Flory, John Enger, Bruce Caridi, Randy Vier, and John O'Connor of Pristine Communities, Inc.

- I. Approval of last months minutes – John O'Connor acting secretary.
- II. Homeowner forum
 - A. Ron Selos– brought in pictures of the bridge he is building to be placed in the common area across the dry drainage bed.
 - B. Roy Kenny was also in attendance.
- III. Management Report
 - A. Balance Sheet – Total assets are \$46,385.05 and total liabilities/equity are \$46,385.05 – dated 2/28/05.
 - B. Income and expense statement
 1. For the month of February actual expenses to budget analysis.
 - a. Actual income was \$5,275 while budget income was \$4,982 for a surplus over budget of \$293.
 - b. Expenses incurred were \$635.76 while budget expense was \$1,508 for a surplus over budget of \$872.54.
 - c. Total income for February minus budget expense was \$1,165.54.
 - d. Total income for February minus total expenses was \$4,639.24.
 2. For Y-T-D, 2005
 - a. Actual income Y-T-D was \$10,459, while budget income was \$9,964 for a surplus over budget of \$495.
 - b. Expenses incurred Y-T-D were\$3,284.06 while budget expense was \$3,016.60 for a deficit under budget (267.46).
 - c. Total income Y-T-D minus budget expense was \$227.54.
 - d. Total income Y-T-D minus total expenses was \$7,174.94.
 - a. John O'Connor to review trash removal – no bill in February and Y-T-D we are \$402.68 over budget.
- IV. Review of delinquent HOA dues
 - A. All delinquent accounts are sent letters informing them of status of their account
 - B. Accounts greater than 4-5 months delinquent receive a letter from the HOA lawyer and they are responsible for \$110 of lawyer fees which are passed onto them. If not paid a lien is placed on the property.
- V. Review of old business
 - A. Common area improvements
 1. The city has had representatives look at our common area, requested by the board, to give their recommendation on what types of grasses/improvements can be made. They stated what we have is exactly what they are looking for and what they would approve. Watering will probably be reduced annually and heartier versions of native grasses are the answer for most areas of Castle Rock.
 2. The only recommendation given by the City was to till up a small area in the lower areas and re-seed.

- B. Status of additional water tap
 - 1. Recommendation was made by board member John Enger to get all companies performing work on HOA property to use our approved scope of work document and name the HOA as additionally insured with respect to the general liability. The board approved this.
 - 2. The meter pit is completed.
 - 3. Yet to be installed from stop and waste valve stub out to ground level through back flow device. John is getting a quote from Douglas County Maintenance.
- C. Status of drainage behind Peninsula Circle
 - 1. The board has had a meeting with a City engineer. The engineer has evaluated water flow, the drain size in terms of depth and width to contain the flow. He should have a recommendation to the board and work will commence to put in a cobble stone riverbed to address the drainage issue. The homeowners backing up to the common area will have an opportunity to review the plan prior to work beginning.
- D. Landscape design proposals for common area
 - 1. Board is looking at a design/build vendor
 - 2. Scope of work has been defined – Jerry provided drawing.
 - 3. Contractors are being contacted in the next 2-3 weeks – local vendors and one national firm.

VI. New business

- A. Landscape maintenance contract review from Douglas County Maintenance and Repair. Same bid and cost as last year - \$7,873.95 for the season. May need a separate quote for tree maintenance – John O'Connor to get bids.
- B. 2004 Income Tax Return for the HOA – No taxes owed on a (\$2,050.00).
- C. Recycling began with South Suburban on Thursday, March 17, 2005 and will occur every other week. This is a free charge to all homeowners. If you need recycling bins call them.
- D. The new Peninsula community business site is available on our web site. Homeowners in the Peninsula can display their business to other homeowners free of charge. The HOA reserves the right to review and control the content of all business displays.

VII. Architectural Review

- A. Approval – Ken Willis – 1547 Sand Wedge – Removal of courtyard greenhouse and storage unit.
- B. Under review – Ken Townsdin - Proposed putting in cedar garage carriage style doors and possible front door. Pending to see if color selected for doors will meet covenants concerning color must be neutral and match trim of home.
- C. Approval – Brad and Lecia Walker – Play set in back yard or partially on common area.
- D. Under review – No Solicitation signs located at front entrances on Foursome and Peninsula. Jerry to get pricing and location to place signs.

VIII. Meeting adjourned at 8:05 PM

Respectfully submitted,

Randy Vier
Secretary
March 21, 2005

