



Pine Brook Hills HOA

Pine Brook Hills HOA Board Meeting Minutes April 21, 2020, 7pm

Due to COVID-19 and Governor Polis's "Stay at Home" order, the HOA Board meeting was held virtually.

Participants:

Board Members:

Sylvia Andrejczuk, President
Kevin Smith, Vice President
Bob Loveman, Treasurer
Mike Von Hatten, Secretary
Rob Quinn, Member at Large

Committee Chairpersons:

Mike Von Hatten, Enhancement
Rob Mohr, ARC
Peter King Smith, Roads and IT/Website
Catherine Von Hatten, Pine Brook Press
Emelie Griffith, Social
Allen Saville, BMFPD Liaison

- A. Welcome
- B. Recognize Guests: none
- C. Public Comments: none
- D. Review and Approval of Minutes from previous Board Meeting (January 21,2020): approved
- E. Major Discussion Topics
 1. Information technology and website
 - a. Peter King Smith has implemented requested website updates
 - b. Peter met with IT consultant (Paul at Longmont Computer) regarding long term plan for PBH website
 - c. Budget estimate to redevelop PBH website to current technology is \$2-\$3,000 over 2 years with Peter's assistance including updating the look of the website
 - d. Board approved expense for website development; Peter will proceed with consultant
 - e. Cost could be covered by use of PBH Community Fund, Enhancement funds or adjusting the 2020 budget
 - f. ARC forms still have intermittent issues that are under investigation
 - g. HOA meeting minutes and latest edition of PB Press have been added to website
 - h. Bob Loveman to forward spread sheet/data base to Peter...delete residents who have moved

- i. No one has access to PBH calendar; Peter to check with Landon Fuller about gaining access or will create a new calendar
2. PBH HOA Membership Meeting
 - a. The Board approved the rescheduling the April 28th Membership Meeting to July 28, 2020 due to Governor's COVID "Stay at Home" order.
3. Treasurer's Report – Bob Loveman
 - a. \$18,180 in dues received from 137 residents and \$2,167 from PBP ad revenue
 - b. Mailing for outstanding dues should increase collection to approx. \$30,000
 - c. \$15,000 in mitigation expenses due this week
 - d. Bank balance of \$58,000
4. Directory – Rob Quinn
 - a. Layout in progress...initial draft this week
 - b. Proofing and editing of text, photos and data next; will proceed with printing this Summer
 - c. Peter King Smith to forward updated resident data to layout consultant
5. New PBH Forum
 - a. PBH Forum will replace the Yahoo group
 - b. HOA is not sponsoring the Forum but will provide a link on the website with a disclaimer regarding the HOA's role
6. Several complaints regarding dogs as more residents are walking on roads. Call Sylvia with complaints/concerns.

F. Committee Reports

1. Enhancement – Mike Von Hatten
 - a. 4 ceiling fans and lights installed at the Community Center
 - b. Spring/Summer projects ...depending on COVID-19 social distancing
 - Community Memorial Garden maintenance
 - parking lot lights
 - re-do of entry sign at Linden
2. ARC – Rob Mohr
 - a. Problems with online submittals for ARC review being addressed
 - b. Projects in progress:
 - new house at 219 High View; awaiting county permit
 - exterior remodeling at 98 Pine Brook Rd.
 - painting at 163 S. Cedar Brook
 - renovation at 463 Timber Ln.; awaiting county permit
 - storage shed at 1788 Timber Ln
3. Roads – Peter King Smith
 - a. Met with Chief Benson, Allen Saville and Sarah Wahlert re: the dangerous section of Timber Ln between 1936 Timber Ln and Pine Tree Ln
 - b. Received a letter from Chief Benson detailing issues there over time; sent letter to Mike Thomas (BoCo engineer) for review
 - c. Met with Josh Tricky at problem section
 - d. Waiting for response as to action BoCo may take
 - guard rail
 - road widening into bank
 - road angle redirection into bank

- e. ongoing work with Subdivision Paving Coalition for all county roads
- f. ongoing recommendations to BoCo Road Maintenance for PBH patching
- 4. Pine Brook Press – Catherine Von Hatten
 - a. Spring issue should be delivered any day
 - b. Summer issue production late May and into June
- 5. Forest Health – Jim Adams
 - a. All FH-BB group activity is suspended while COVID-19 social distancing restrictions are necessary.
 - b. FH-BB welcomes spurge location reports and distribution of Arizona fescue seed.
 - c. Sylvia to discuss additional spending for spurge removal with Jim
- 6. BMFPD Liaison – Allen Saville
 - a. General BMF update
 - 911 responses done in PPE
 - new station 2 on hold
 - meetings and training done on ZOOM
 - fire rating for PBH is “high” due to numerous conditions
 - promoting community training and evacuation exercises
 - b. COVID update
 - more cases predicted
 - social distancing, masks and testing/tracking is needed to control virus
 - c. HOA interest/participation in CPR and/or Stop-the Bleed training
 - d. Bleed Control Kits available from BMF Auxillary
- 7. Social – Emelie Griffith
 - a. Ice Cream Social is in works for Sunday, Aug. 30 from 3-5pm at the Community Center
 - b. Party in the Pines in October; looking for new location
 - c. Emelie and Sylvia to discuss other events
- 8. Welcome – Heather Fenity
- 9. PBH Online
 - a. See E1 above

G. Quarterly Programs

- 1. April Membership Meeting and Quarterly Program has been rescheduled for July 28, 2020.

H. Old Business

- 1. Recruiting needs
 - a. Enhancement
 - b. Forest Health
- 2. Check with Secretary as to outstanding assignments and tasks to be completed

I. Review of Action Items from Meeting

- 1. E1d, E1f, E1h, E4c, E5b and E7c

J. Reminders

- 1. PBH HOA Board Meeting – Tuesday, July 21, 2020
- 2. PBH HOA Membership Meeting – Tuesday, July 28, 2020

K. Adjourn Meeting