

Pawnee Hills HOA
Board of Directors Meeting
January 25,2022

Quorum of board members has been met. Board members in attendance Randy Burns, Thom Corrigan, Tina O'Bryan. Meeting called to order at 6:03 pm.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Approval of December 28, 2021, Minutes: Motion made to approve the December 2021 minutes seconded and approved

Announcements:

The board currently has positions open for two board members. There will be a book swap event following the Homeowners meeting on Saturday January 29, 2022. Any proceeds raised will be donated to ECCO. Homeowners are asked to bring books the morning of the meeting.

Open Forum/Communications from Community Members: None
3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart-Will be getting quotes as requested regarding staining the mailbox shelter, and flooring replacement in bathrooms at the clubhouse. The new display boards have been installed at the mailbox shelter for displaying the quarterly newsletter.

Treasurer Report-Sandy Perry-Sandy states the county real estate tax situation has been resolved and the Pawnee Hills HOA is a non-profit and not subject to standard property taxes. States the HOA did incur \$1,800 in legal fees to remedy this situation. A homeowner suggests we should try to recoup these expenses from the county. The board believes this would only manage to incur further expenses.

Web Site-Sandy Perry-No changes

Architectural Review Report-Randy Burns-Nothing approved

Welcoming-Sandra Corrigan-Sandra is the new Welcoming committee representative.

Equestrian-Don Helper-Continues to get all the trails marked and passable. Plans to collaborate closely with the homeowners.

Newsletter-Barb St. Clair-Not Present-Next newsletter due April 2022

Activities Committee-Andrea Garnhart & Robin Pickering- Have planned numerous community activities. March-Tack Swap/Potluck, April-Easter Egg Hunt, Spring and Fall large item trash collection, June-Comm Garage sale, July-4th of July parade and ice cream social, July-BBQ following biannual homeowner meeting, Fall festival- chili dinner, December Holiday light contest, Monthly Book Club meeting.

Road Committee: Rob Reese-not present

Old Business:

- A. Follow up on road discussion with city officials, Rob Reese-not present
- B. Update on final reserve study report-printed copy received

New Business:

- A. Discuss topics for annual homeowners meeting January 29, 2022-Randy to prepare agenda. Jim will get refreshments and set up chairs and tables for meeting and book swap.
- B. Do we know how many new homeowners have moved in recently? Sandy to speak with Diversified regarding obtaining new homeowner information.
- C. Tina McKenna present and volunteers to serve as a board member. The board interviewed Tina and states they will get back to her soon. Tina asks that she be put on the ballot for the Homeowners meeting on January 29. The board states there was no election planned for the meeting and the covenant requires a minimum of 15 days' notice to homeowners prior to any election. The board states that an election can be held at the January, or July homeowners meeting or a special meeting could be called for an election with proper notice to the homeowners.

Adjournment: Motion made to adjourn the meeting seconded and approved. Meeting adjourned at 7:20pm.

Executive Meeting

Next Meeting-February 22, 2022

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
February 22,2022

Quorum of board members is present. Board members in attendance: Randy Burns, Thom Corrigan, Tina O'Bryan. Meeting called to order at 6:02 pm

Announcements: Tack sale at the clubhouse on Saturday March 5 from 10-2.

Approval of Minutes: Motion made to approve the January 25, 2022, BOD meeting minutes seconded and approved.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Open Forum/Communications from Community Members:

3-minute time limit per person.

Tina McKenna is present and asks why she was previously given incorrect information about the voting days. The board declines to answer this until after they have completed their research regarding HOA elections and voting protocols. Tina McKenna also asks when will an election of board members take place. Thom states that the board is new, and practices are being reviewed but there is no plan for an election at this time.

Reports

Facility Coordinator-Jim Garnhart- The mailbox shelter and mailboxes were vandalized this week. Images of the thief were captured, and the Sheriff was notified. The mailboxes have been repaired. Quotes provided for new mailboxes. The quoted mailboxes are more secure and more difficult to break into. Thom has brought up the idea of securing the mailbox shelter with locked doors requiring a key or card to open. Jim has researched options for better surveillance at the mailbox.

Jim has asked to purchase a new vacuum cleaner. Our current vacuum is 14 years old. Jim has done research and a new vacuum is about \$160. Motion made to purchase a new vacuum seconded and approved.

Jim asks that a notice be put in the newsletter regarding the process for submitting an ARC request.

Treasurer Report-Sandy Perry-Motion made to approve the financials seconded and approved.

Web Site-Sandy Perry-Randy would like website updated with all minutes from 2021.

Architectural Review Report-Randy Burns-Approval for fencing for 35550 Cherokee Trail, 35281 Cherokee Trail, and 1729 Kiowa Trail.

Welcoming-Sandra Corrigan-Concerned past new homeowners have been missed. Has some companies willing to make donations for new homeowner welcoming baskets.

Road Committee: Rob Reese- will let the county know about several road signs that are falling and about a large pothole on Pawnee Parkway.

Equestrian-Don Helper-not present

Newsletter-Barb St. Clair-Article due date for quarterly newsletters: March 31, June 30, September 30, December 31. Randy would like to include articles, recipes, and craft ideas submitted by homeowners to the newsletter to make the newsletter more uplifting. Suggests a competition among homeowners might be fun. Tina O'Bryan states the newsletter is meant to be a means of informing the homeowners and including other items can be tricky.

Activities Committee-Andrea Garnhart and Robin Pickering-Next event is the Tack sale. Currently seeking an Easter Bunny volunteer.

Old Business:

- A. Voting on Equestrian Issues-Tabled
- B. How many new homeowners have moved in-Sandy states Diversified will send a list when new homeowners move in.

New Business:

- A. Replacement of mailboxes-Tina O'Bryan suggests the mailboxes have exceeded their life and should be replaced. Motion made to purchase new mailboxes from Page Specialty Company in the amount of \$23,630.20, seconded and approved. Sandstone is the color choice.
- B. Clarifying covenants-Randy is reviewing the covenants and is paying special attention to Article 3 regarding membership and voting and Article 4 regarding administration. Thom would like to have the covenant regarding "junk" on people's properties reviewed and states that it is nebulous. Thom would also like to establish some rules regarding loose dogs, barking dogs, and general nuisance dogs. Tina asks if, when the board was addressing the issue of junk cars-was the board confident they would win in court. The answer is no. Randy is looking into voting and board appointments and states the Pawnee Hills Board of Directors has been in major disarray since 2018 with board members resigning and new ones being continuously appointed. Also, a discussion regarding term limits for board members that have been appointed.
- C. Facebook Posting-Should the board have an official Facebook page? Would require administrators, and all postings would have to be approved by an administrator. It would be for posting important HOA information and not to address HOA problems/complaints. The board will discuss this further at the next meeting.
- D. Sending agendas-Should a draft be sent to the committee members? No, the committee members have an opportunity to speak at each meeting. Randy asks if we have agendas for all past meetings. Tina recalls that in the past there was a process for filing of the agendas. The board does have a digital file of all the agendas. Jim asks that the agenda be sent to the Pawnee Hills Gmail account to serve as a digital copy. Sandy states she could add the agenda to the website with the minutes.

Next Meeting-March 22, 2022

Executive Session

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:14 pm.

Respectfully Submitted

Andrea Garnhart

Secretary

Pawnee Hills HOA
Board of Directors Meeting
March 22,2022

Quorum of board members has been met. Board members in attendance: Randy Burns, Tina O'Bryan, Thom Corrigan. Meeting called to order at 6:02 pm

Announcements: Randy would like to remind homeowners to submit all ARC forms for improvements.

Approval of Minutes: Motion made to approve the February 2022 minutes seconded and approved.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Open Forum/Communications from Community Members: None

3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart- New mailboxes approved since last board meeting have been ordered. Due to arrive early April. Invoice received-\$23,630. Coordinating with the post office for installation. Jim to re arrange the bulletin boards once mailbox plan has been set. New camera system has been ordered. Still need a secure locked box to store the unit, outlet cover, and a monitor to view any images. Motion made to approve \$250 to purchase the secure box, outlet cover, and monitor seconded and approved. Four cameras have been purchased. Two cameras will be mounted inside, two cameras mounted outside. Keys are to be distributed by the post office. Each homeowner to receive three keys. No feedback on the individual that broke into the mailboxes.

Large item pick-up to take place in May. Not able to secure a garbage truck anymore. A dumpster to be arranged with Little Dumpsters in the amount of \$390. Will be dropped off and picked up on a Saturday to be determined.

Treasurer Report-Sandy Perry-Diversified has not made a deposit to the reserves for the past 3 months. They will make all these deposits this month. Motion made to approve the February financials seconded and approved. Sandy has not received an invoice for the mailboxes yet.

Web Site-Sandy Perry-Will use the reservation system for pool use again this year.

Architectural Review Report-Randy Burns-no new submissions.

Welcoming-Sandra Corrigan-Has received donations from various businesses in the community and is assembling baskets.

Equestrian-Don Helper-Has developed a consent form for access to easements for maintenance. The board has reviewed and made recommendations. Don will amend the form and submit to the board for approval. Don and Sally Helper have revised the bridle path trail map. It has been updated with color coding for easy to difficult terrain and, dead ends have been indicated. Letter to homeowners advising of homeowner responsibility to maintain easements, reviewed by the board. This information will be posted on the website and in the newsletter.

Newsletter-Barb St. Clair-Submissions for second quarter newsletter due by March 31.

Road Committee: Rob Reese-not present

Activities Committee-Andrea Garnhart and Robin Pickering-Easter Egg hunt planned for April 9. Tack Swap/sale has been rescheduled for April 23. 9-1pm. Would like to order banners to be posted at the mailbox for recurring activities. Motion made to approve \$200 for banners for the activities committee seconded and approved. Will create a design to forward to the board.

Old Business:

- A. Replacement of mailboxes-as above.
- B. Facebook Posting-Discussion had about Pawnee Hills HOA having an official Facebook page. Thom to create an official HOA Facebook page. This purpose of the page will be for disseminating information out to the homeowners. It will not be interactive.

New Business:

- A. Set date for Board of Directors Election-Next election to be held January 28, 2023.
- B. Clarifying covenants-continue to have homeowners that are in violation of covenants. The HOA needs to strengthen some of the covenants and make them enforceable.
- C. Dogs-There are issues with dogs off leash, dogs barking and being general nuisances. Thom suggests that the HOA directors have a discussion and establish rules regarding dogs. The board is going to work on a rule and regulation regarding dogs. A notice is to be placed in the newsletter to remind people to keep their dogs contained for safety reasons.
- D. Articles of incorporation-The management company files the Articles of Incorporation every year with the state of Colorado.
- E. Upcoming state legislation-HOA fines. Thom states this is still in committee, and nothing is official. Does the management company get notification of new legislation?

Next Meeting-April 26, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:58 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
April 26, 2022

Quorum of board members has been met. Board members in attendance Randy Burns, Thom Corrigan, Tina O'Bryan. Meeting called to order at 6:00 pm

Announcements: Tina McKenna-Has been in communication with Maverick-a fiber optic company about getting lines out to our area. States Maverick would like the HOA's to get the information out. The more people we have interested in our area will make it more lucrative for them to come to our area. Tina McKenna would like to post information for the community in the mailbox shelter, on Facebook, and in the newsletter. The board states they will not post it in the newsletter at this time.

Easter egg hunt was a great success but not well attended. The tack and garden tool sale was a success.

Approval of Minutes: Motion made to approve the minutes seconded and approved.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Open Forum/Communications from Community Members: None

3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart- Mailbox conversion is scheduled for May 11. All mail to be removed by the 10th. No mail delivered on May 11 or 12. Homeowners will need to pick up their new key at the post office on or after May 12, homeowners will need to show photo ID. Mail delivery will resume on May 12.

Fire inspection is complete with no exceptions. Arapahoe Pool to come the week of May 17 to open the pool for the season. The sprinkler system has been opened for the season. Have been getting the yard cleaned up and the mowers ready. Have many reservations for the clubhouse upcoming. Plan to get the supplies for replacing the split rail fence as was budgeted for last year.

Treasurer Report-Sandy Perry-Motion made to approve the monthly bills seconded and approved. Still have not received an invoice for the new mailboxes. Jim to check on the status of this.

Web Site-Sandy Perry-Do we want to continue the reservation system for the pool and clubhouse as is? Would like the pool reservation system open for the whole season. Sandy to archive/delete items older than 7 years on the website.

Architectural Review Report-Randy Burns-Announcing a new volunteer for the ARC committee-Sean Wordsmith. Have approved the Chicken Coop at 1324 Pawnee Parkway, House painting at 1605 Pawnee Parkway.

Welcoming-Sandra Corrigan-In the process of delivering baskets to new homeowners. Diversified will begin providing new homeowner information.

Equestrian-Don Helper-Have completed the updated trail map with color coding. The permission form for working on homeowner property is still in progress. Information to be placed on the website regarding equestrian topics/projects.

Newsletter-Barb St. Clair-Not present

Activities Committee-Andrea Garnhart and Robin Pickering-Not present. Next event: large item trash pick up May 21.

Road Committee: Rob Reese: Not present. Thom Corrigan states he spoke with the Elbert County Road and bridge department, and they are planning to improve the roads and ditches.

Old Business:

- A. Clarifying rules and regulations-Tina submitted a project list for the board to work on. When projects are completed, they will be mentioned at the board meeting to be reflected in the minutes. Currently working on Covenant violations, dogs, and Architectural review items. Discussion had on how to strengthen our covenants and rules and regulations to make them more enforceable. Plan to consult legal for opinion on what information to include in our rules and regulations/covenants as they relate to county rules.
- B. Official Facebook site-Thom has created an official Pawnee Hills Facebook page. Posts are one way only and can only be posted by the administrators. This will be for Pawnee Hills HOA official business. The name of the site is:

Pawnee Hills HOA Board Announcements

New Business:

- A. Newsletter-Discussion regarding whether the newsletter is a useful necessary tool. Should we decrease the frequency of the newsletter? Motion made to discontinue the newsletter and use the mailbox shelter, Facebook site, and website for community information, seconded and approved.
- B. Ways to Communicate-As above
- C. Dogs-Being a nuisance/danger, off leash, barking. The board is reviewing the laws as put out by Elbert County and plan to create rules and regulations regarding dogs in Pawnee Hills.

Next Meeting-May 24, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:46 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
May 24, 2022

Quorum of board members has been met. Board members in attendance: Randy Burns, Thom Corrigan, Tina O'Bryan. Meeting called to order at 6:00 pm.

Announcements: Randy Burns asks that the board meetings be conducted according to our rules and regulations without interruptions. There may be a question-and-answer period at the end of the meeting, however, any items brought up may not be addressed until a future date.

Approval of Minutes: Motion made to approve the minutes seconded and approved.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Open Forum/Communications from Community Members: None
3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart-Pool to open on May 28- systems are operating well. Have been advised by Arapahoe pool that if the pump or heater on the pool breaks down, there is a delay in getting pool parts. Grounds surrounding the pool have been aerated, mowed, and treated for weeds. Have had negative comments from homeowners regarding the reservation system and the fact that a homeowner can only have five guests per reservation. This creates a conflict for those reserving the clubhouse for large parties wanting to use the pool. The maximum capacity of the pool is thirty-five. A homeowner has asked for the pool to open at 8:00 am 2 x week for exclusive use for swim lessons. This request is declined. The HOA does not make arrangements for exclusive use of the swimming pool.

Sprinkler system is also working well. Mailboxes have been installed and the bulletin boards are up. Plan to install a shelf to hold items for sharing with the community. Items left in the mailbox shelter will be removed regularly.

Treasurer Report-Sandy Perry-Not present. Motion made to approve the financials.

Web Site-Sandy Perry-Not present

Architectural Review Report-Randy Burns-Requests for fencing approved for 35560 Cheyenne Trail, and 1694 Pawnee Parkway.

Welcoming-Sandra Corrigan-Per Thom, Sandy has delivered several welcome baskets and includes pertinent HOA information. This information to be posted on the website and in the mailbox shelter.

Equestrian-Don Helper-Easement/trail map is complete, the Permission to Enter Form is also complete. Have scheduled a community presentation regarding Wildfire Preparedness and fire mitigation on June 25, 9:00 am. Thom would like to have a plan for an equestrian outing, Don will work on a plan.

Newsletter-Barb St. Clair-The HOA is no longer sending out a newsletter.

Activities Committee-Andrea Garnhart and Robin Pickering

Road Committee- Rob Reese-Not present. Jim to call Road and Bridge regarding the pothole at Pawnee Parkway and Sioux Trail.

Old Business:

- A.** Permission to enter form-easement areas- The form is complete and approved by the board. Form to be posted on the website.
- B.** Continued defining of rules and regulations.
- C.** Loose Dogs-Elbert County states dogs must be under control. The board seeks to strengthen the Pawnee Hills HOA rules. Tina to continue to work on the language in the rule regarding dogs being on a leash and securely contained on the homeowner's property
- D.** Voting on violation procedures-A notification letter will be sent to the homeowner prior to a violation letter to give the homeowner an opportunity to correct the problem in advance of a violation letter. A new "Violation Complaint Form" has been created. The form must have specifics such as alleged violations, address, including pictures. The form may be submitted in the drop box, US mail, hand delivery, or email. Motion made to adopt the new updated resolution regarding policy and procedures, to replace those dated May 2019, seconded, and approved
It has also been discussed that the board has no authority over the easements since the easements are owned by the homeowner.
The board seeks to strengthen our covenants to make them enforceable.
Discussion regarding who has access to the easements i.e., non-residents of Pawnee Hills, also regarding the riding of an ATV on the easement.

New Business:

- A. Minutes-Request to have the meeting minutes submitted to the board within two weeks following the meeting.
- B. Update covenant book kept in office-Jim to maintain the filing of these documents.
- C. Pool Security/protection from vandals-There was an incidence of trespassing in the pool area last week. The cameras were tampered with-no images were recorded. Discussion regarding prevention of vandals/trespassers. Pool cover, gate across driveway, more camera placement, improvement of fencing, homeowner volunteers to do drive by in the evening. Jim states the sheriff to patrol the area late at night more often. Jim to get covers for the cameras and pricing for better fencing.
- D. Items missed-none.

Next Meeting-June 28, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:46 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
June 28, 2022

This meeting was cancelled. No minutes to report

Respectfully Submitted,

Andrea Garnhart

Secretary

Pawnee Hills HOA
Board of Directors Meeting
July 26,2022

Quorum of board members has been met. Board members in attendance Randy Burns, Tina O'Bryan, Thom Corrigan.

Call To Order: Meeting called to order at 6:00 pm.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Approval of Minutes: Motion made to approve the May 2022, minutes seconded and approved.

Announcements: Randy Burns clarifies the work the board has been doing regarding dogs in the community. "There is an ugly rumor going around that we are here tonight to change the number of dogs that you are allowed to have. I do not know where this person or persons came up with this outrageous thought as we have not let out any information about this dog rule to anyone until tonight.

First of all, the number of dogs allowed in Pawnee Hills falls under the covenants rule. The covenants cannot be changed without a vote from you, the community members. Example, the chickens and the added structure changes that we had in 2020 were covenant rules that you, the community voted on and approved. And secondly, if this were the case you all would have been notified by mail about the vote.

This is not what this is about tonight, and the context about it is plain and simple."

Open Forum/Communications from Community Members: Robert Rowland addresses the board regarding an open records request and its process. Robert is requesting records pertaining to the two-thirds voting for the 2019 and 2020 covenant changes to confirm the manner in which they were collected and their validity. The board will arrange a meeting with Mr. Rowland to review the records.

Don Helper addresses the board regarding the number of homeowners that have chickens and how is the board enforcing the covenants surrounding chickens.

Don asks about the board working on a violation form behind closed doors and believes the homeowners should have input on such a form. Don states the board should only meet behind closed doors when dealing with legal and monetary issues with specific homeowners.

Don questions how much information is required on the violation form. There was a discussion regarding notice to homeowners regarding meetings and if board members can work on issues outside of a meeting and its legality.

Discussion had regarding the property adjacent to the cul-de-sac at the end of Cheyenne Trail. The fence has been cut and has been used as a pass through from the adjacent property that is not a part of Pawnee Hills. It is unknown if this is to become an official route. Randy to call the county and inquire if they are aware and if there is a plan for permanent access.

Reports

Facility Coordinator-Jim Garnhart- The clubhouse and pool closed for 10 days due to a lack of water. The water pressure tank failed. The tank was replaced and brought up to code. The water heater was also replaced.

The sprinkler system also needed repairs.

A shelf for donated items has been installed in the mailbox shelter and is to be monitored by Jim frequently.

Per the board directions, we have ended the pool reservation system.

Jim has relocated some of the cameras surrounding the pool area and some dummy cameras have been installed to deter vandalism.

The new closed circuit camera system has been installed at the mailbox shelter.

Treasurer Report-Sandy Perry-Motion made to approve the financial report as submitted, seconded, and approved. Master insurance comes due next month. The cost has increased by 18% from last year. Jim to obtain some insurance quotes from other providers.

Web Site-Sandy Perry-All financials are posted and all minutes that have been approved are posted. Sandy asks since we have stopped the pool reservations will we also stop the clubhouse and barn reservation system. Motion made to go back to the paper reservation system for the clubhouse and barn and cancel the online reservation system seconded and approved

Equestrian-Don Helper-Don presents an updated bridle trail map for reference. Discusses areas that have been made passable and other areas that require further work. One area in particular would require a bridge to be built. The board is concerned with liability if the HOA is involved in constructing a bridge. The board maintains that the HOA will have nothing to do with modifying the easement since they are owned by the homeowner. Don will work with the homeowner regarding signage for the impassable area.

Don has taken pictures of the red areas and would like to have them posted on the website. Don will forward the pictures to Sandy for posting.

Welcoming-Sandra Corrigan-Thom reports he will deliver a basket to one homeowner.

Activities Committee-Andrea Garnhart and Robin Pickering-BBQ following the homeowners meeting on Saturday July 30, 1992. Hamburgers, Hot dogs, and water to be provided.

Homeowners to bring a side dish to share.

Architectural Review Report-Randy Burns- 1331 Belgian Trail/Roof Top Solar. 1280 Belgian Trail/Rooftop Solar. 1886 Belgian Trail/dog run and patio decking. 1243 Sioux Trail/fencing. 1365 Sioux Trail/Demo and concrete work. 1475 Sioux Trail/fencing.

Old Business:

- A. Board members to officially vote on new procedures for code violations-The board has made modifications to the latest version of the new form. A soft letter will be sent prior to an official violation notice being sent to alert the homeowner of a problem and give an opportunity to remedy the problem. Motion made to approve the new covenant rule enforcement complaint form as well as the changes in the rules and regulations seconded and approved.
- B. Board members to vote on new dog rules-Thom Corrigan has read the new resolution. Motion made to approve the new resolution for dog enforcement seconded and approved

- C. Easement clarification-Attorney has been consulted regarding the utility easements. Easements are owned by the homeowner and dedicated to the county. Motorized vehicles are prohibited on the easements except for maintenance. However, a homeowner can ride a four-wheeler on their easement at will since it is their property. The HOA can enforce junk cars and trash violations on the easement, but it is difficult to determine what is junk and what is yard art. The attorney cautions the HOA that it may be difficult to enforce violations on the easements since the easements are private property. The response from the attorney will be posted on the website. The new process for covenant violations will be: a soft letter will be sent to the homeowner advising them they will receive an official violation notice in 30 days if the violation is not corrected.

New Business:

- A. Prepare for homeowners meeting July 30, 2022-Will have a meeting if the quorum requirement of fifty-six homeowners is met.
B. Items missed

Next Meeting-August 23, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at pm 8:20 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
August 23, 2022

Quorum of board members has been met. Board members in attendance; Randy Burns, Thom Corrigan, Tina O'Bryan.

Call To Order: Meeting called to order at 6:10 pm.

Announcements: Don Helper moving out of the area and will no longer represent the Equestrian Committee.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Approval of Minutes: Motion made to approve the July 26, 2022, BOD minutes seconded and approved.

Open Forum/Communications from Community Members:

3-minute time limit per person.

Cindy Angers asks if ARC approval is required for new windows. Randy Burns states any exterior improvements require ARC approval. She will submit a formal request. Also asks if a small garden shed is considered an outbuilding. Randy confirms a small shed is considered an outbuilding.

Cindy also asks if the board would permit bringing in goats for weed control on a temporary basis. The board asks for more specifics regarding number of goats, signage, and time the goats would be on the property.

Sandy Perry states she was at the arena recently and there was a sign posted that said the arena would be closed for a private cow roping event. Jim states he took a call from a homeowner wanting to reserve the arena and told this person the arena could not be reserved.

Reports

Facility Coordinator-Jim Garnhart- Jim is working on getting bids for property insurance. Have had instances of people jumping the pool fence at night, Jim has asked the Sherriff to do more frequent drive by surveillance. Randy asks if the board approved the staining of the barn and mailbox shelter. Jim to get two estimates to have the barn, pool fence, and mailbox shelter stained. Would like to complete before winter.

Jim asks if we should change the camera surveillance system at the pool/clubhouse. Currently we are paying \$60 per month for this service, we could change to the closed-circuit camera like that at the mailbox that would require a one-time cost. Jim to get the numbers together to present to the board.

Jim to get estimates for installing wrought iron fencing surrounding the pool.

Treasurer Report-Sandy Perry-Motion made to approve the financials seconded and approved.

Web Site-Sandy Perry- Sandy to add to the website the new violation procedures and the new dog rules.

Equestrian-Don Helper-Continue to collaborate with homeowners to get the trails passable. Don has turned in signed forms giving him permission to work on their Bridle trails. These have been passed on to Jim for filing.

Welcoming-Sandra Corrigan-Not present. Sandy has not received any notifications from Diversified regarding new homeowners. Sandy to follow up with Diversified for this information.

Activities Committee-Andrea Garnhart and Robin Pickering-Next event will be Trunk or Treat on Saturday October 29.

Architectural Review Report-Randy Burns-1075 Pawnee Parkway- new sheeting skin on barn and new roof. Many homeowners are doing projects without submitting ARC documents, Randy would like to remind homeowners that ARC approval is required for all exterior changes.

Old Business:

- A. Robert Rowland, requesting records outcome. Randy, Tina, and Jim met with Robert Rowland and the documents were reviewed. Robert left the meeting satisfied proper procedures had been followed. The board has asked Robert to respond in writing that he is satisfied with this review. No response has been received at this time. Randy to reach out to Robert Rowland for this confirmation.
- B. Board members to vote on correction of dog rules. The number of dogs allowed is not changing.
Thom has read the correct, new rule, as presented last month, regarding control of dogs/dog enforcement in Pawnee Hills. The board makes a motion to approve this new rule, seconded and approved.
- C. Articles of Incorporation. There is a hard copy but no word document. Diversified should have a current copy. Altitude law should also have a current recording of it. Tina to get the articles in order for filing. Plan to vote on the Articles of Incorporation at the January homeowner meeting.
- D. Items missed-None

New Business:

- A. Discussion on new voting procedures to install board members and officers at the January Homeowners meeting. The board currently operates on a plan of a 3, 2, 1 year terms for elected board member. And with the current rules there is a 3-year term limit. The board asks those in the community interested in being considered for election to the board, bring that information to the October 2022 board meeting in order to prepare ballots. Write ins are permitted on the day of the January homeowner meeting. The board discusses the feasibility of having a mail in ballot for board members.
- B. Awareness of the property at the end of Cheyenne Trail-Owner of the new property has had their property surveyed. The owner of said property is going to install a new fence and gate.
- C. Items missed-none

Next Meeting-September 27, 2022.

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:21pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
September 27, 2022

Quorum of board members has been met. Board members in attendance Randy Burns, Thom Corrigan, Tina Obryan.

Call To Order: Meeting called to order at 6 pm.

Approval of Agenda: Motion made to approve the agenda seconded and approved

Approval of Minutes: Approval of August 23, 2022, minutes. Motion made to approve the minutes seconded and approved.

Announcements: None

Open Forum/Communications from Community Members: Paulette Cresawn-Would like to see an improvement in the communication from the board. Posting notices in the mailbox does not necessarily reach all the homeowners. States her displeasure from being unable to use the pool this past summer due to a lack of water at the clubhouse. States she had a reservation that had been on the books for 1 month and she should have been personally notified that the pool was out of operation, The board apologizes for any inconvenience. The board maintains that valuable information is posted on the website and in the mailbox shelter. Paulette states the posters on the outside of the mailbox shelter are highly effective especially for those homeowners that do not frequent inside the mailbox.

Paulette Cresawn also has concerns that the HOA is not using an attorney that specializes in HOA business and believes the HOA is not kept up to date with current HOA law and therefore is not protected.

Paulette also mentions a property that had been reported as violating covenants with the previous board and has not been followed up on. The board asks Paulette to submit the new violation form.

Paulette feels the board has been unwelcoming of her suggestions and as a community the board should welcome all input from the community.

The board will take all of Paulette's suggestions under consideration.

Don Helper has concerns about our attorney Cheryl Mulvahill and the fact that she is not an HOA attorney and might have missed some information regarding the recent investigation over the easements. Tina states we asked Cheryl for an opinion because she had done work on this issue in the past. Randy states the HOA continues to use the prior attorney for collections.

Sandy states Diversified is establishing a system of notifying HOA's of current changes. Sandy to check with Diversified for more information.

Don asks who is responsible for mowing the grass at the arena. Jim states he mows once per year and will do it more often if he is notified of need.

Bruce Perry grooms the arena two times per week.

Reports:

Facility Coordinator-Jim Garnhart- Jim has received several quotes for the staining of the barn, mailbox, entrance sign, and pool fence. Suggest waiting until spring. Jim states the quotes are ranging from \$8,000 to \$10,000. Plan to discuss this during the budget for 2023.

Split rail fence in front of the clubhouse has been replaced. Sprinklers will be shut down soon. Toilet up in the office is leaking and Jim to replace the inner workings. Jim to get some new quotes for lawn service. States Lawn Doctor was not as responsive to our needs throughout the summer. Large item pickup scheduled for October 8th. Two dumpsters will be delivered the morning of the eighth.

Tina asks about the quotes for property insurance. States the agent needs more information.

Working on getting some bids on improved camera and security system for the clubhouse.

Treasurer Report-Sandy Perry-Motion made to approve the financials as presented. Seconded and approved.

Web Site-Sandy Perry-Financials are posted on the website.

Equestrian-Don Helper-Working with Rachel Larson-who will be taking over the Equestrian committee. Rachel is looking for a volunteer to assist with the Equestrian committee.

Welcoming-Sandra Corrigan-Up to date with handing out baskets.

Activities Committee-Andrea Garnhart and Robin Pickering-Large item pickup scheduled for October 8th. From 8-11 am. Trunk or Treat scheduled for October 29th 2-4 pm at the clubhouse.

Architectural Review Report-Randy Burns-Nothing to approve at this time.

Old Business:

- A. Randy contacted Robert Rowland to request his satisfaction of the document review. Robert did respond and sent an email stating he was satisfied.
- B. Don Helper will continue to assist the Equestrian Committee until his move from the area. Rachel Larson will take over the Equestrian duties.

New Business:

- A. Continued discussion on new voting procedures to install board members and officers. Discussion of term limits. We have two term limits of 3 years with a year off before becoming a board member again. There has been so much turnover of board members that the transitions have not gone well, and information does not get passed down. The board asks how to motivate people to get involved with the community. Paulette suggests that the HOA hire a management company to manage the day-to-day operation of the HOA.
At the January meeting there will also be a vote for the Articles of Incorporation if there is a quorum.
- B. Items missed.

Next Meeting-October 25, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
October 25, 2022

Quorum of board members has been met. Board members in attendance Randy Burns, Thom Corrigan, Tina O'Bryan.

Call To Order: Meeting called to order at pm 6:05 pm.

Approval of Agenda: Motion made to approve the agenda seconded and approved

Approval of Minutes: Motion made to approve the September 2022 BOD meeting minutes seconded and approved.

Announcements: We will follow a formal process in conducting the BOD meetings. Open forum will allow 3 minutes of uninterrupted speaking. The board may choose to comment and reserves the right to delay comment until further investigation. The audience will not interrupt the board during the meeting to offer comments or opinions.

Open Forum/Communications from Community Members: Tina McKenna would like to volunteer to be on an election committee for the upcoming election in January. Randy states they plan to discuss the election process later in the meeting.

3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart-Sprinkler system has been winterized. Jim has contacted the snow removal provider for service this year, waiting to hear back regarding this year's pricing. Jim states the large item trash pickup was very successful. We filled up 2 large dumpsters.

Working on getting quotes for insurance for the common areas. The broker is working on it, may not be able to find a better price. Speaking with contractors regarding improving the fencing around the pool. The board would like an estimate of pricing for budget planning. Looking into a different camera system for clubhouse security that will decrease our monthly security expenses. We could continue to use Front Point to monitor the doors only at a significantly lower cost.

Jim to get lawn service quotes from various companies. Items on the reserve study that may need attention this year include possible pool heater problems and painting/staining the barn, mailbox, fencing, and pavilion area. Thom inquires when the last time the septic was pumped. Jim states it has not been pumped during his time here. Jim to get quotes on pumping the septic.

Treasurer Report-Sandy Perry-Motion made to approve the financials as submitted to the board seconded and approved.

Web Site-Sandy Perry-Nothing to report

Equestrian-Rachel Larson-4 additional trail markers have been placed. Rachel had the arena looked at by the person that installed it and states it is in excellent condition.

In process of preparing 2023 budget and would like to purchase some new equipment for community use. Rachel asks if we were to host some equestrian clinics would there be any liability on the part of the HOA.

Welcoming-Sandra Corrigan-Has been delivering baskets to new homeowners.

Activities Committee-Andrea Garnhart and Robin Pickering-Trunk or Treat to be held October 29. 2-4 pm.

Architectural Review Report-Randy Burns-1845 Pawnee Parkway fencing approved.

Old Business:

- A. Contacted Diversified-Received a HOA specific legal contact from Diversified. Plan to have a representative from Diversified and Moeller Graf law firm at the November meeting. Thom also has

a contact for an HOA law firm if the board wants to look at other options, Randy likes the idea that Diversified has a working relationship with Moeller Graf.

- B. Continued discussion on voting procedures-Should start collecting nominations for Board of Directors to go on the ballot. Need to have the ballots printed with the nominees and mailed to the homeowners. Tina asks how we will maintain the secret ballot with a mail in process and the proxy process. Tina O'Bryan states we have never had an election with a mail in ballot. The voting has always been in person at the homeowner meeting providing a quorum has been met. The board plans to post upcoming election information at the mailbox. Individuals wanting to be on the board need to submit their name by Jan 6.

We will also be voting on the Articles of Incorporation at the January meeting as well.

New Business:

- A. Discussion of means of communication to homeowners-Looking for better ways of communicating with homeowners. Would like to get a list of all homeowner's email addresses. Tina states Diversified has the homeowner email addresses. Ideas suggested to get an up-to-date database with email addresses and cell phone numbers. This information is needed to keep the community notified of important information. Considering mailing out a post card requesting this information from the homeowners.
- B. Request community members for an email address-See above
- C. Date to start adding nominees to the ballot for Jan. homeowners meeting-November 9 has been selected as the date.
- D. Just a reminder about a quorum for Jan. Homeowner Meeting-Need 56 homeowners present at the meeting to satisfy a quorum.
- E. Discussion about junk/rubbish/unregistered vehicles-The board understands this is a sensitive subject, but the board has a responsibility to enforce the rules. The board has created a complaint form for homeowners to report violations. There has not been good communication between current and former board members regarding past complaints
- F. Information letter sent out by Diversified regarding collections. The letter explains the process for delinquent accounts. Tina inquires what has changed and does the board need to update any information. Question regarding who sends out the first letter to the homeowner when there is a delinquency. Randy to reach out to Diversified to clarify process.

Next Meeting-November 22, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:10 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
November 22, 2022

Quorum of board members has been met. Board members in attendance Randy Burns, Thom Corrigan, Tina O'Bryan

Call To Order: Meeting called to order at 6:05pm

Approval of Agenda: Motion made to approve the agenda seconded and approved

Approval of Minutes: Motion made to approve the October minutes seconded and approved.

Announcements: None

Open Forum/Communications from Community Members: None

3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart- Jim has spoken to Front Point regarding our cameras and monitoring system. Front point will replace our cameras with SD card recording, which provides more images, and price will remain the same at \$59 per month with a 3-year contract. Also looking into a closed-circuit camera system that does not require a monthly fee or contract. Initial investment for closed-circuit system about \$500. Board to discuss during budget talks. Lawn care quotes-are all similar in price. \$1,500 for the season. Have contracted with Lawn Doctor the past few years but they have been increasingly unreliable.

Motion made to hire Weedman to serve our lawncare needs for the year 2023 seconded and approved.

Received quotes for the fence surrounding the pool. \$4,000 to replace the chain-link fence in front of the pool with a metal fence, to replace the whole fence surrounding the pool is estimated to cost \$16,000. Board to discuss this further during budget considerations for 2023.

Jim has called about having the septic system pumped. Unsure where the access is. There is an additional charge if the septic company must locate the access and dig it out. Elbert County does not know where our septic access is and whether Pawnee Hills even has a septic system. Cost for pumping is \$450-\$600. Jim will begin looking for the septic access.

Per the insurance quotes received the HOA will not save money by changing companies and should remain with the current policy.

Snow removal-new guidelines for snow removal-Motion made to only plow when notified to do so when snow is more than 6 inches and there is an event at the clubhouse seconded and approved. Jim to contact snowplow vendor with new guidelines.

Jim would like the board to consider purchasing new lawnmower during the 2023 budget discussions.

Treasurer Report-Sandy Perry-Motion made to approve the financials seconded and approved. The board to review 2023 budget considerations prior to the December board meeting. There will be no increase in HOA dues for the year 2023. Thom asks when money is to be spent from the reserve account. It is for items outside of the typical operating budget. Major repairs and upgrades.

Web Site-Sandy Perry-Not present

Equestrian-Rachel Larson-Submitting budget for 2023. Would like to plan for some luncheons and speakers in the spring. Would like to purchase some more equipment for the obstacles course.

Welcoming-Sandra Corrigan-Continue to greet new homeowners. Hoping to get monthly list from Diversified.

Activities Committee-Andrea Garnhart and Robin Pickering-Trunk or Treat was a success. Next event is the Holiday Decorating contest. Prizes include gift card in the amount of \$100, \$50, \$25, \$25 for top 4 winners. To be judged on December 17.

Architectural Review Report-Randy Burns-1464 Pawnee Parkway-House addition, approved.

Old Business:

- A. Information on requesting new board members-Information posted inside mailbox shelter and on Facebook. Poster to be created for outside of mailbox.
- B. Continued discussion on voting procedures-Nomination deadline January 10th. Ballots will be handed out in person at the meeting. Plan to do a mailing with the names of candidates and proxies prior to the meeting.
- C. Address the homeowners' emails-Board to work on getting a list of homeowner email addresses. Diversified to assist the board in providing email addresses and in sending out emails as needed.

New Business:

- A. Q&A meeting with Jordan Ladner with Diversified-States HOA's need to be cautious when using camera system so as not to invade someone's privacy. Does provide a service of updating policies based on changing laws. Has relationships with several law firms to keep up on current information.
- B. Q&A meeting with a representative from Moeller Graf-Tim Moeller-HOA law exclusively. Explained various monthly service plans to purchase. Discussed the rapidly changing laws surrounding HOA's. Discussed delinquency letters and delinquency policies. Board to discuss various plans and will follow up with Tim Moeller.
- C. Set a date for the Christmas home decoration contest-December 17.
- D. Just another reminder about a quorum for January Homeowners meeting-need 56 homeowners to satisfy a quorum
- E. How many volunteers for the board do we have currently?-2
- F. Discussed switching to fiber optic internet when it is available.
- G. Plan for a working budget meeting. December 12, 2022.

Next Meeting-December 27, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:37 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
December 27, 2022

Quorum of board members has been met. Board members in attendance: Randy Burns, Tina O'Bryan, Thom Corrigan.

Call To Order: Meeting called to order at pm 6:09

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Approval of Minutes: Motion made to approve the November 2022 minutes seconded and approved.

Announcements: None

Open Forum/Communications from Community Members: None
3-minute time limit per person.

Reports

Facility Coordinator-Jim Garnhart-Cable company Mayerick has done the survey of the clubhouse for installation of a new cable service.

Keeping in touch with fence contractors for the installation of the new pool fence. The gutter over the front door has come loose and needs repair. Weather permitting, Jim will try to fix it. Plan is to use Lawn Doctor again for weed control in the common areas. Jim has contacted the snowplow provider and told him we would call on an as needed basis.

Winners of the Holiday Light contest are:

1. 35605 Cherokee Trail \$100
2. 1795 Shoshone Trail \$ 50
3. 35370 Cherokee Trail \$ 25
4. 1509 Pawnee Parkway \$ 25

Treasurer Report-Sandy Perry- Motion made to approve the financials as provided by the Treasure seconded and approved.

Web Site-Sandy Perry-Randy would like everyone to use due diligence in getting information onto the website in a timely manner since this is our main form of communication to the homeowners. A reminder being placed on the website that the last day to have your name placed on the ballot for the January 2023 election is January 10. A check sent to Zach Quinby for payroll has not been received. Sandy states just pay him out of petty cash. Jim will make sure Zach gets paid.

Equestrian-Rachel Larson-None

Welcoming-Sandra Corrigan-Did get new homeowner information from Diversified this past month.

Activities Committee-Andrea Garnhart and Robin Pickering-Will be submitting plans for 2023 activities. Thom asks if there might be interest in having an adult mixer get together. In the past there has been mixed attendance at various activities.

Architectural Review Report-Randy Burns-None

Old Business:

- A. Last day to accept nominees to be placed on the ballot-January 10. Will still accept nominations from the floor on election day. Tina to prepare a ballot for election day. The names submitted to be on the ballot will be posted on the website and included in the notice of meeting to be sent out. Thom will also post on the Facebook page.
- B. Continued discussion on voting procedures.
- C. Date to send ballots to vote for board members and Articles of Corporation-Ballots for board members will not be sent in the mail. We will vote for board members at the homeowner meeting if we have a quorum. Discussion regarding approval of the Articles of Incorporation. Tina to research what is required to implement the updated Articles of Incorporation. The board to get the agenda for the Homeowner meeting to Andrea for mailing along with cover letter and proxy.

New Business:

- A. Board to vote to approve budget for 2023-Motion made to approve 2023 budget for the year seconded and approved. There is no increase in dues for the year 2023.
- B. Discussion and vote on changing lawyers for 2023-Thom states it is a good business decision to have a legal representation that is HOA specific. Motion made to change legal representation to Moeller Graf, Attorneys at law. Motion seconded and approved. Cheryl Mulvihill to be notified that she will no longer represent Pawnee Hills and ask that any files be forwarded to Pawnee Hills HOA. Altitude law will also be contacted for any outstanding business/records. Sandy to notify Diversified that Moeller Graf will be representing Pawnee Hills HOA as of January 2023. The board to review what plan to select for our business with Moeller Graf. Sandy states that all communication with an attorney should be a written record as to the reason for the phone call and attached to the billing.
Discussion regarding a property violating a covenant-Board to research where we are in the process of this violation being corrected.
- C. Importance of having a quorum at the Homeowners meeting in January. Randy states "The community needs to come together and start participating in HOA affairs. There has not been a vote for board members in several years. The three of us have all been appointed as well as many board members before us. I know that some of you may not be happy with the board members at present. We try to be fair and try to do what is good for the whole community, not just a select few. Therefore, if you want change, we need to get a quorum at the homeowner meeting so that you can vote for the person that you think will be best for the community. This is an HOA community, and it will not be changing. You all knew that when you bought your home into this community. If you want change then you need to vote on it." This is Randy's opinion.
- D. Communication ideas to get news to homeowners-The HOA has a website, the mailbox shelter, Facebook page, posters on the outside of mailbox shelter. Would like to utilize email as an additional source of communication. Diversified should have a list of email addresses for homeowners. Sandy to help get an email list together. Homeowners to be asked for email addresses at the January meeting.

- E. How many volunteers for the board do we have currently. 5
- F. Response to a notice posted in the mailbox regarding if the dues are increased.
"Instead of posting notes and trying to stir up trouble, why don't you come to a meeting to get your questions answered? It is not a good time to add to everyone's woes by raising dues when prices on everything are going up. The board is working on the budget and believe the HOA can manage within that budget without raising dues."

Next Meeting-January 24, 2023

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:15 pm.

Respectfully Submitted
Andrea Garnhart
Secretary