

Pawnee Hills HOA
Board of Directors Meeting
January 26, 2021

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Thom Corrigan, Nicole Webb, Sandy Helper. Meeting called to order at 7:05 pm.

Announcements: Homeowners meeting to be held Saturday January 30. To be held via video conferencing and limited in person. Andrea to manage the sign in process for the meeting.

Approval of Minutes: Motion made to approve the December 2020 minutes. Motion 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.

Discussion regarding the plan for ballots and election at the upcoming homeowners meeting.

Reports

Will be posted to the Website and Mailbox shelter.

Sandy Perry- Bank Balances-Motion made to approve the financials seconded and approved.

Website: Sandy Perry-Report given via email.

Facility Coordinator: Jim Garnhart-Report given via email.

Architectural Review: Nicole Webb-1809 Pawnee Parkway-replace deck is approved.

1211 Pawnee Parkway-arena-approved. 3537 Cherokee Trail-New roof-approved.

Activities: The clubhouse is open for reservation with restrictions now. Reservations can be made on the website.

Welcoming: Nicole Webb-Report given via email.

Equestrian: Don Helper-Report given via email.

Newsletter: Andrea Garnhart-Next newsletter due to go out April 2021

Old Business:

None

New Business:

- A. Election of officers-There is no election of officers. Officers are appointed by the board. The election is for the board of directors.
- B. Amended Temporary Structure Resolution Approval-Not ready for approval-going to attorney for review.
- C. Draft Article VI Section 16 Resolution-Nuisance-Not ready for approval. Going to attorney for review.
- D. Mailbox area-We have a problem with items food and otherwise being left at the mailbox shelter. The mail carrier has complained that this is unacceptable and needs to be remedied. Signs to be posted at the mailbox asking people to not leave any items for sharing.

Executive Session:

The board voted to have the Governing documents reviewed by the HOA attorney, and have them draft a Virtual Meeting Resolution, Nuisance Resolution, and amend the Temporary Structure Resolution.

Next Meeting-February 23, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 9:05 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
February 23, 2021

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Nicole Webb, Sally Helper, Thom Corrigan. Meeting called to order at 7:05 pm

Announcements: The board is having the governing documents reviewed to stay in compliance with current legislation and clarify ambiguous language.

Approval of Minutes: Motion made to approve the January 2021 board of director meeting minutes. Motion seconded and approved.

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

Financials: Motion made to approve the monthly financials seconded and approved.

Open Forum/Communications from Community Members:

3-minute time limit per person.

None

Reports

Will be posted at Mailbox shelter.

Sandy Perry- Bank Balances/financials Posted on the website.

Website: Sandy Perry

Facility Coordinator: Jim Garnhart

Architectural Review: Nicole Webb-1641 Pawnee Parkway-Loafing shed approved.

Activities: The clubhouse is open for reservation with restrictions now. Reservations can be made on the website. Question regarding how many people can be present in the clubhouse due to covid restrictions. This information is posted on the website.

Welcoming: Nicole Webb

Equestrian: Don Helper

Newsletter: Andrea Garnhart-Next newsletter due to go out April 2021.

Old Business:

- a. Document review-Attorney is recommending that the board incorporate some of the current resolutions to make the declaration of protective covenants more understandable.
- b. Mailbox area-would like to place signage to discourage the dumping of items in the mailbox. Board to email Jim suggestions for signage.
Jim to call the trash company to inquire if we can put a lock on the trash can to discourage the dumping of large trash. As a solution Jim may have to put a lock on and unlock it on trash day.

New Business:

- a. Election of officers-Cynthia Cregger to remain as President. Nicole Webb to remain as Vice President until we get a new board member.
- b. Questions for facility coordinator-Need approval for the sprinkler contract for 2021. Motion made to approve the sprinkler contract in the amount of \$300 seconded and approved.
- c. 2020 Tax notices. This will be sent to legal for clarification. Motion made to seek legal advice regarding the 2020 tax notice seconded and approved.

Executive Session:

Next Meeting-March 23, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:40 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
March 23, 2021

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Sally Helper, Thom Corrigan, Darren Damiani. Meeting called to order at 7:05 pm

Announcements: None

Approval of Minutes: The February 2021 meeting minutes are not available for approval.

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

Financials: Motion made to approve the monthly financials seconded and approved.

Open Forum/Communications from Community Members:

3-minute time limit per person.

None

Reports

Will be posted to the Website and Mailbox shelter.

Sandy Perry- Bank Balances/Financials-Posted on the website

Website: Sandy Perry

Facility Coordinator: Jim Garnhart-Jim to arrange for the large item trash pick-up. Date to be determined. Jim to get bids on upgrading the mailbox island area and the path to the tennis court area. Jim to get pricing to replace the split rail fence at the clubhouse.

Jim to arrange for a reserve study this year.

Architectural Review: Nicole Webb-Not present

Activities: The clubhouse is open for reservation with restrictions now. Reservations can be made on the website.

Welcoming: Nicole Webb

Equestrian: Don Helper-Plan to finish installing trail markers. Old posts to be placed in the barn for now.

Newsletter: Andrea Garnhart-Next newsletter due to go out April 2021.

Old Business:

- a. New board member decision- Randy Burns and Josh Easley have expressed an interest in being on the board of directors. The board will decide soon.
The board has asked Josh Easley to serve on the Architectural Review Committee.
Josh agrees to help with this committee.

New Business:

- a. Nothing to report.

Executive Session:

Next Meeting-April 27, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:30 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
April 27, 2021

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Nicole Webb, Darren Damiani, Thom Corrigan, Sandy Helper, Josh Easley. Meeting called to order at 7:09 pm

Announcements: The board thanks Darren Damiani for his service to the community as a board member. He has resigned as a board member.

Approval of Minutes: None available for approval.

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

Financials: Motion made to approve the monthly financials seconded and approved. Financials to be posted on the website with the agenda.

Open Forum/Communications from Community Members:

3-minute time limit per person.

None

Reports

Cynthia asks that reports be sent a week prior to the board meeting.

Will be posted at the Mailbox shelter.

Sandy Perry- Bank Balances-Posted on the website

Sandy inquires why we are no longer discussing the reports at the meeting and the information is not being made available to the homeowners. As a remedy Sally Helper to get the reports to Sandy each month.

Website: Sandy Perry

Facility Coordinator: Jim Garnhart-The board reviewed the quotes for updating the landscaping at the mailbox shelter and at the clubhouse. There was a large difference between the two quotes with different items on each. Jim to get more information. Going forward, Cynthia asks that Jim get proof of insurance from all vendors as a part of the bid process.

Split rail fence at clubhouse to be replaced by Jim Garnhart. Motion made to approve the replacement of split rail fence not to exceed \$500 seconded and approved.

Architectural Review: Nicole Webb-none mentioned.

Activities: The clubhouse is open for reservations at full capacity. Reservations can be made on the website.

Welcoming: Nicole Webb-posted at mailbox

Equestrian: Don Helper-Posted at mailbox

Newsletter: Andrea Garnhart-2nd quarter newsletter to go out April 2021. To be included in the newsletter: pool rules and we will continue the reservation system, but the capacity restrictions will be lifted.

Old Business:

Governing document review

- a. Articles of Incorporation-received back from the attorney. Expect to be up for community vote at the July meeting if there is a quorum. If there is no quorum the board may elect to mail it out for a vote.
- b. Amended and Restated Covenants
 1. Amended and restated bylaws-goal to is to clarify language to make them easier to enforce.
 2. Rules and Regulations

New Business:

- a. Motion made to appoint Josh Easley as a board member seconded and approved.
- b. General Facility maintenance-The board is gathering estimates for repairs of the following areas for future budgeting. The board members will set a time to review these areas as a group in person.

Median

Walkways

Sport courts

Volleyball court

Horseshoe Pits

Pool

Barn Arena

COVID guidelines: Pool to open on time, Capacity in the pool is increased to 35. Continue to make reservations on the website. Capacity limits have been lifted for the clubhouse. The steam room and sauna will open for the season.

Executive Session:

Next Meeting-May 2021 meeting cancelled. Next meeting June 22, 2021

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

Respectfully Submitted
Andrea Garnhart
Secretary

PAWNEE HILLS HOA
BOARD OF DIRECTORS MEETING
MAY 25, 2021

No meeting was held this month per the Board of Directors.

Respectfully Submitted

Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
June 22, 2021

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Nicole Webb, Sally Helper, Thom Corrigan, Josh Easley. Meeting called to order at 7:05 pm

Announcements: None

Approval of Minutes: Motion made to approve the February, March, and April 2021 board of director meeting minutes. Motion seconded and approved. There was no board meeting held in May 2021.

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

Financials: Motion made to approve the monthly financials seconded and approved.

Open Forum/Communications from Community Members:

3-minute time limit per person.

A homeowner mentions concerns about illegal use of the pool. The board explained that the pool area is not monitored and if a homeowner notices illegal use of the pool they should call the sheriff. The board is looking into another access system for the pool. The board does try to educate homeowners whenever possible that are abusing and or disregarding the pool rules.

None

Reports

Treasurer-Sandy Perry- Bank Balances-Posted on the website

Website: Sandy Perry

Facility Coordinator: Jim Garnhart-Received in writing. No questions

Architectural Review: 1456 Kiowa Trail-Chicken Coop. 1451 Pawnee Parkway-Siding replacement. 1800 Belgian Trail Vinyl fencing. 36662 Pawnee Court-Replace siding. 1869 Belgian Trail-Painting of exterior house. 1174 Sioux Trail-Siding and windows.

The board needs a process in place to follow up on the completion of approved projects.

The board discusses the need for someone to complete administrative tasks. The board to put together what items this will entail and practical solutions.

Activities: Currently inactive. Seeking a volunteer. The board would like to see the activities start up again.

Welcoming: Nicole Webb

Equestrian: Don Helper-More trail signs have been installed and the project is close to completion. Motion made to send out letters to homeowners regarding areas where the bridle path is difficult to follow. The committee would like to place signs on some trees but need approval from the homeowner to do so. Motion seconded and approved. The committee has identified some areas on the bridle path that are unsafe and would like to place a chain barrier. They have also identified some areas that have been fenced off. The homeowners are supposed to have a gate to allow for access across.

Newsletter: Andrea Garnhart-Next newsletter due to go out July 2021.

Old Business:

- a. Facility maintenance-A Reserve Study is due for the facilities. Motion made to approve the Premium level two with a 9 week turn around reserve study by Aspen Specialties at a cost of \$2,620. Motion seconded and approved.
The board plans a day to walk the facilities to note what improvements are necessary and for budget planning. Set for July 17, 9:00 am.

New Business:

- a. Pool Entry and Monitoring-As above in Open Forum.
Acoma Lock to speak to the board to discuss a keyless entry system for the facilities. The board has modified the rules regarding guests at the pool. Due to the number of households and the maximum capacity of thirty-five for the pool the board has made a 5-guest limit at a time for homeowners.

Plan to edit the pool rule sign and order a new one.

Next Meeting-July 27, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 8:07 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
July 27, 2021

July Board of Directors meeting was cancelled.

Respectfully Submitted
Andrea Garnhart

Pawnee Hills HOA
Board of Directors Meeting
August 24, 2021

Quorum of board members is present. Board members in attendance; Sally Helper, Thom Corrigan, Randy Burns. Meeting called to order at 7:05 pm

Announcements: None

Approval of Minutes: Motion made to approve the June 2021 board of director meeting minutes. Motion seconded and approved. There was no board meeting held July 2021. There was no quorum for the July 2021 homeowners meeting so there are no meeting minutes.

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

Financials: No financials were available for approval at this meeting.

Open Forum/Communications from Community Members:

3-minute time limit per person.

Paulette Cresawn suggests to the board that due to the added responsibilities put on homeowner's associations, the board may want to consider having the management company take over more of these responsibilities.

Cynthia Cregger asked what the progress is with the Articles of Incorporation. The board is working on them and understands there is a time constraint.

Cynthia Cregger asks about enforcement of covenant violations-Thom Corrigan states the board is going to prioritize items they deem most important at this time.

Barb St. Clair states she has been asked to volunteer to do administrative tasks for the HOA and asks for clarification from the board what this will entail. Barb St. Clair also will be taking over the newsletter duties and asks for input from the board. Barb asks about the spread sheet for ARC submissions so it can be updated and maintained.

A homeowner states that there is a property near the barn area with an ATV track that does not have ARC approval.

Reports

Facility Coordinator: Jim Garnhart-Pool operations is going well, and the reservation system appears to be working. The few times there has been a glitch is when there is a clubhouse reservation, and they want to reserve all thirty-five pool spots. The board will do an after season review and table this until next years pool season. The last day the pool is open is Labor Day. Arapaho Pool will come to service the closing of the Pool the week following Labor Day.

Lawn Doctor has been called to spray the weeds at the mailbox.

The split rail fence project is ongoing due to product being unavailable.

Vandals have damaged one of the lights at the mailbox shelter. Looks like it had been hit with a sledgehammer. The camera did not capture any identifiable person. Parker Electric has been contacted to repair this. Motion made to approve Parker Electric repairing the lighting at the mailbox shelter seconded and approved.

The reserve study has been delayed because the check we made payment with was returned by the bank due to an error by Diversified Management. Diversified is to pay the penalties and returned check fees due to their error. The reserve study will be scheduled for the near future. Jim is getting bids to remove the dead tree at the mailbox island. Will also get a bid to have the crab apple trees pruned.

The replacement for the broken window has been ordered.

Plan to purchase the new Christmas decorations this fall.

Annual Fire extinguisher inspection is due and being scheduled.

Treasurer Report: Sandy Perry- Bank Balances-Posted on the website. Cynthia remains as the second signature for the bank. Need to change this to the new president. The board will notify Sandy when a new president is installed.

Website: Sandy Perry-Randy Burns would like to see improvement of our website.

Architectural Review: Sally Helper-1243 Sioux Trail-deck approved. 1656 Kiowa Trail-Solar panels. 1605 Pawnee Parkway-fencing and gates. All approved.

Welcoming: Nicole Webb-Not present

Equestrian: Don Helper-Have put up most of the trail markers. There are some areas on the trails that are not well maintained. Is there a legal mechanism that can compel homeowners to maintain the easements? Do we need permission to have a work party clear some brush and branches and debris from the easements? The board to consult the attorney for clarification.

Newsletter: Barb St. Clair-Looking for input from the board.

Activities: Currently inactive. Seeking a volunteer. The board would like to see the activities start up again.

Old Business:

- a. Facilities maintenance including window replacement. The barn and courts continue to need costly maintenance and the board is considering repurposing these areas.
- b. Pool Security system bid from Acoma locks-the board reviewed the estimate. This to be tabled for now and would be interested in a pared down estimated. Discussion regarding new camera systems when our contract comes due.
- c. Reserve study update-is being scheduled.
- d. Pool rules sign being updated. Board approves the new signage. Jim to get a quote on new signs and provide information to the board.

New Business:

- a. Closure of pool update- Last day the pool is open is Monday September 6. Arapaho pool scheduled to winterize the pool following date of closing.

Executive Session

Next Meeting-September 28, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 8:50 pm.

Respectfully Submitted

Andrea Garnhart

Secretary

Pawnee Hills HOA
Board of Directors Meeting
September 28, 2021

Quorum of board members has been met. Board members in attendance: Randy Burns, Thom Corrigan, Nicole Webb, Sally Helper. Meeting called to order at 7:05 pm

Announcements: The board thanks Cynthia Cregger for her service to the community and service as a board member and president. Andrea Garnhart suggests we have a “Trunk or Treat” activity for Halloween at the clubhouse. Andrea will ask some homeowners with children if there would be an interest in this and organize it, as necessary. Homeowners should also put a lighted pumpkin at the end of their driveway to indicate they are participating in trick or treating on Halloween.

Approval of Minutes: Motion made to approve the August Board of Director 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.

Reports

Facility Coordinator-Jim Garnhart-Plan to replace broken windows on September 29. Accompanied the inspector for the reserve study. Can expect to get the report in the next 2 weeks. Received two bids for removal of the dead tree at the entrance island. One bid \$200 and the other \$400. Stump is to be cut down as low as possible with no grinding. Motion made to approve the Tree Guy to remove the dead tree seconded and approved. We do need a few other trees pruned but should be done when the trees are dormant. Sprinklers to be winterized in mid-October. Need to contact our snow removal provider for this winter. Pool has been winterized and shut down for the season. Will do one more mowing and then winterize the mower.

Treasurer Report-Sandy Perry-Bank balances have been read. See website for most recent financials. Motion made to approve the August financials seconded and approved. Board to begin budget planning for 2022. Sandy to prepare documents for this planning. There is an ongoing situation involving the County and Pawnee Hills HOA property taxes. The attorney is looking into this situation. Sandy to contact the attorney for a status.

Web Site-Sandy Perry-

Architectural Review Report-Sally Helper- 4 approvals 1343 Shoshone-Garage door replacement approved. 1933 Pawnee Parkway-Fence and garage door replacement approved. 1344 Belgian Trail-Fence replacement. 1850 Shoshone-Workshop addition approved once permits acquired from the county. Sally has modified the ARC form and will get the changes to Sandy for the website. The homeowner at 1143 Belgian Trail will replace the landscaping and remove the dirt bike path.

Welcoming-Nicole Webb-Welcomed 1933 Shoshone to the neighborhood. Plan to include covenant information and an ARC application in the baskets provided to the homeowners.

Equestrian-Don Helper-Approximately six of the trail marker signs are incorrect. Don to contact Darren Damiani and inquire if he will make the signs and ship to us. Continue to work with homeowners to get the easements/trails that are currently blocked more assessable. There is one trail that dead ends to a cliff. Plan was to place a chain across there for safety reasons. This trail is considered private property and permission should be obtained from the homeowner prior to placing a chain across it. Don has drafted a letter to homeowners to facilitate the maintenance of easements/riding trails. Thom suggests we get a legal opinion regarding the rights of the HOA to maintain the easements. Sandy states we have legal opinion from 2003 and 2005 regarding easements. The board will review these opinions.

Newsletter-Barb St. Clair-Asks board to send items to be included in the newsletter.

Chicken Committee-Melanie Burns-Not Present-Will administer the Pawnee Hills chicken Facebook page.

Activities Committee-Currently seeking an activities volunteer.

Old Business:

- A. Facilities Maintenance including window replacement. As above
- B. Pool security system bid from Acoma locks. Jim to contact Acoma Lock regarding paring down the scope of the bid.
- C. Reserve study update. As above

New Business:

- A. Official vote in new PH HOA President-Motion made to appoint Randy Burns as the president seconded and approved.
- B. Lighted pumpkins-Halloween-planning for a “Trunk or Treat” and lighted pumpkin for Halloween night.
- C. Holiday Lights-Will continue the tradition of a Holiday Light Contest. Judging occurs the weekend before Christmas with four prizes. \$100, \$50, \$25, \$25 gift cards.
- D. Taking minutes-The meeting is recorded and Andrea Garnhart prepares the minutes typically prior to the next board meeting.

Next Meeting-October 26, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 8:00 pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
October 26, 2021

Quorum of board members has been met. Board members in attendance Randy Burns, Sally Helper, Nicole Webb, Thom Corrigan. Meeting called to order at 7:03 pm

Announcements: The board currently has positions open for two board members.

Approval of Minutes: Motion made to approve the September 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-Waiting for the reserve study report. They are continuing to work on it. The new draft of the pool sign has been reviewed. Jim to edit and order. Motion made to approve purchase of the new pool sign seconded and approved. The sprinklers and mowers have been winterized. Thermostats in the clubhouse have been set at 60 degrees. Pool chairs have been put away.

Signs for the Trunk or Treat have been posted on the mailbox. Have contacted the locksmith regarding a bid for securing the pool gate only. Trunk or Treat activity set for October 31, 2021, 4-5pm. Large item trash pick-up was successful. Many of the items were taken for recycling. The response from the homeowners for this event is very positive. Jim to pass on information regarding some new website options. Holiday Decorating contest judging to take place on December 18th. Jim to purchase new decorations for the mailbox island as they go on sale this month. The dead tree at the mailbox island has been removed satisfactorily. Jim has contacted the snow removal service, waiting for documentation. Continue to have numerous reservations for the clubhouse.

Treasurer Report-Sandy Perry-Not present

Web Site-Sandy Perry-Not present

Architectural Review Report-Sally Helper-1259 Belgian Trail-solar panels and landscaping. 1933 Pawnee Parkway- new windows. Approved

Welcoming-Nicole Webb-Have 4 new homeowners she will contact.

Equestrian-Don Helper-Have reviewed past attorney briefs and had a discussion with the attorney and believes the HOA is responsible for the easements/trails based on legal opinions. Will to continue to work toward a resolution of the easement maintenance and will require further legal comment. Recommend the HOA post signs to mitigate liability. Sally Helper, board member to contact attorney Cheryl Mulvahill to authorize Don Helper to work with Cheryl Mulvahill for final opinion in writing, regarding the maintenance of the easements/trails. Don has spoken to a homeowner adjacent to the mailbox shelter and she is agreeable to have her fence modified to accommodate the easement/trail. Don to get estimated cost to modify this fence and get this information back to the board.

Newsletter-Barb St. Clair-Has a final draft of the 4th quarter newsletter. Jim to post a color copy at the mailbox.

Chicken Committee-Melanie Burns-Not present

Activities Committee-Seeking a new representative. Trunk or Treat planned for October 31, 2021. 4-5 pm. Holiday Decorating contest December 18. 7-8pm.

Old Business:

- A. Reserve study update-not yet received. In process
- B. Removal of tree on entry island-Complete
- C. Date of Christmas light/decoration contest-Judging December 18, 2021, 7-8pm
- D. Discussion of pool sign-Approved and will be ordered

New Business:

- A. Road signs for Pawnee Hills-Jim to get estimates on additional signage for Pawnee Hills. Board would like to place six "Slow Horse Crossing" signs.
- B. Minutes-Would like to receive the minutes one week prior to the next meeting.
- C. Determine future meetings-Plan to meet on November 23 and December 28 as per regular schedule.
- D. Items missed-None

Next Meeting-November 23, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 8:19pm.

Respectfully Submitted
Andrea Garnhart
Secretary

Pawnee Hills HOA
Board of Directors Meeting
November 23, 2021

Quorum of board members has been met. Board members in attendance Randy Burns, Sally Helper, Thom Corrigan. Meeting called to order at 7:00 pm.

Announcements: Thom Corrigan invites all present to his annual Christmas eve celebration. Randy states a link has been placed on the website describing board member requirements and an application form. Tina O'Bryan is present and expresses an interest in becoming a board member. The board asks Tina to submit a resume and email it to the board for review. Currently seeking an Activities and Welcoming representative. Plan to post a notice in the mailbox shelter. Randy is pleased with the success of the Trunk or Treat event. Plan to continue this next year. Randy thanks Don Helper for all his work on the riding trails.

Approval of Minutes: Motion made to approve the October 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-Have received the new updated sign with the pool rules and will install prior to next pool season. Have received the new contract from Lawn Doctor and if renewed in advance the HOA will have a savings of \$100. Motion made to approve Lawn Doctor contract for 2022 seconded and approved. Have not received the reserve study. Have been in contact with them and they are working on it. They have had some unexpected delays. Received pricing for road safety signs. The cost will be approximately \$150 per sign. Jim to get an estimate for six signs for the next meeting. Jim has researched the cost for a new shadow box for the mailbox shelter, they are \$60. Motion made to approve the purchase of two shadow boxes for the mailbox shelter seconded and approved. The boxes will be for announcements and activities.

Treasurer Report-Sandy Perry-Motion made to approve the financials for October 2021 seconded and approved. Sandy has heard from the county, and we are not liable for property taxes. In reviewing the budget there have been legal expenses in excess of \$7,600. We do not have documentation to support all these expenses. The board to request an itemized statement of legal charges from Altitude law. The board will pay close attention to any requests for legal opinions going forward and all requests for legal must be approved in advance by the board members. Thom asks how the accounting differentiates the legal fees to be reimbursed to the HOA and which fees are incurred for legal opinions. The insurance expenses have increased compared to last year. Sandy to research the reason for the increase. Discussion had about the reserve account and the purpose of the reserve study. The board reviewed and discussed the itemized budget. Motion made to approve the budget for 2022, seconded and approved.

Web Site-Sandy Perry-Nothing to report

Architectural Review Report-Sally Helper- 35253 Cherokee Trail-solar panels. Conditional approval pending permits. 1644 Shoshone Trail requests to cut down a tree. Approved.

Welcoming-Seeking a new representative

Equestrian-Don Helper-The barb wire fence on 1065 Osage Trail has been replaced. Don mentions the idea of being a liaison for the board regarding neighborhood covenant violations. Would like to try to resolve violations informally. However, if not resolved it would be reported to the board. There is liability if the perception is the liaison represents the board. The perimeter riding trails by the mailbox are now open. Randy Burns brings up concerns regarding the safety of this trail in proximity to the electric cables and the cosmetic features of the new fence. Suggest a fence be put up around the cables to improve safety and verify the 20-foot easement distance. Also need to level the fence that was put up to a maximum height of six feet.

Newsletter-Barb St. Clair-Next newsletter due out January 2022.

Chicken Committee-Melanie Burns-Not present

Activities Committee-Seeking a new representative.

Old Business:

- A. Looking for volunteer judges for Christmas Light Decorations Dec. 18, 2021,7-8 PM
Jim will find someone to judge the Holiday decorations.
- B. Continue search for board members, Activity and Welcoming Committee person.

New Business:

- A. Altitude law renewal-There is no required retainer and only pay for services received. Considering using Cheryl Mulvahill, whom the HOA has used in the past. Don Helper has had a discussion with attorney Cheryl Mulvahill and Cheryl requests written permission from the board before she will work with Pawnee Hills.
- B. Goals for 2022-Tabled until next meeting
- C. Dogs-Table until next meeting.
- D. Time changes for meetings-the meeting time has been changed to 6 pm going forward.
- E. Topics for executive meetings-Topics for executive session should be reserved for legal confidential issues only. All other items are to be transparent and discussed in the general board meeting.
- F. Items missed that needing attention-Tabled until next meeting.
- G. Updating Covenants-Tabled until next meeting

Executive Session

Next Meeting December 28, 2021

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 9:15 pm.

Respectfully Submitted

Andrea Garnhart

Secretary

Pawnee Hills HOA
Board of Directors Meeting
December 28, 2021

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

Announcements: The board currently has positions open for two board members. Sally Helper resigns as a board member effective the end of tonight's meeting. Nicole Webb to resign as a board member effective December 31st. The board very much appreciates their service to the community.

Holiday decorating contest winners:

1. 35370 Cherokee Trail
2. 35605 Cherokee Trail
3. 1025 Pawnee Parkway
4. 1795 Shoshone Trail

Tina O'Bryan has been invited to join the Pawnee Hills HOA as a board member and has accepted.

Approval of Minutes: Motion made to approve the November 23, 2021, 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.

Face time call from Rob Reese: Present in person to discuss the condition of the roads in Pawnee Hills. The roads continue to deteriorate. Rob has a friend in planning and zoning for Douglas County. He has spoken with them for recommendations for improving the roads in Pawnee Hills. Rob has volunteered to speak with officials at the county and or state level to work towards improving the roads in Pawnee Hills. Motion made to create a new "Road Committee" with Rob Reese to be the contact person for this committee, seconded and approved. Thom would like to arrange a book sale and is looking for donations from the community. Any proceeds to be donated to ECCO in Elbert County. Date to be determined.

Reports

Facility Coordinator-Jim Garnhart-The reserve study has been received as an e-file. Jim to order a hard copy for the office. Jim was able to repair the reindeer decoration at the mailbox. Jim has quotes for horse/road safety signs. Cost of \$457 for six signs. The board has elected to not make this purchase at this time. New display cases have been purchased and installed. The current newsletter has been posted in the new display.

Randy asks how we can improve our security cameras in the mailbox to deter vandalism. A camera system would require internet service.

Treasurer Report-Sandy Perry-Motion made to approve the financials for the month. Motion seconded and carried.

Web Site-Sandy Perry-Nothing to report

Architectural Review Report-Sally Helper-Sally has turned over all pending ARC documents to Randy Burns. Nothing to approve currently.

Welcoming-Nicole Webb- seeking a new rep.

Equestrian-Don Helper-Improvements have been made to the fence up by the mailbox as requested at the last meeting. Cheryl Mulvahill, attorney has given an opinion regarding the ownership/liability/maintenance of the easements/bridle paths. It has been determined that the

easements are owned by the homeowner and the HOA has no responsibility to maintain the easements. Pawnee Hills HOA has no authority to police the easements and cannot compel the homeowner to maintain them. In addition, the homeowner cannot legally restrict access to the easements. The equestrian committee will continue to collaborate with homeowners to remedy any hazards on the easements. Historically the board has routinely asked homeowners to keep their easements mowed and cleared of debris. The board will have information included in the newsletter regarding bridle path/easement maintenance. Discussion regarding having volunteers mow and remove hazards from the trails.

Bridle trail maps to be revised.

Newsletter-Barb St. Clair-not present. The board to submit items to be included in the newsletter to Barb.

Chicken Committee-Melanie Burns-Not present

Activities Committee-Seeking a new representative.

Old Business:

- A. Discussion of 2022 lawyer for Pawnee Hills HOA-Decision to use Cheryl Mulvahill as the official attorney for Pawnee Hills HOA. Motion made, seconded, and approved. Sandy to notify Diversified that Cheryl Mulvahill is attorney of record, Sandy to obtain any necessary documents from Altitude law.
- B. Continue looking for Board members/Community members IE: ARC, Activities, Welcoming

New Business:

- A. Review and discussion of Reserve Study, results need to be returned in 21 days. Thom concerned the reserve study portrays the HOA to be in poor financial condition and that this is a public document. Thom believes this a poor representation of the actual financial condition of the HOA. Would like a clarification of items needed in the immediate future. Sandy to create a spreadsheet prioritizing each item. Each board member to review the reserve study for objections.
- B. Survey in 2006. Would the board like to send a survey out to the homeowners? Suggests we could do an electronic survey which would have minimum cost.
- C. Declare board positions, Randy Burns is President, Thom Corrigan to serve as Vice President. Randy to take over the ARC function. Seeking a Welcoming and Activities committee representative.
- D. Any new documents from Altitude to be filed by Jim and Sandy.

Next Meeting-January 25, 2022

Bi-annual Homeowner meeting January 29, 2022

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 7:45 pm.

Respectfully Submitted
Andrea Garnhart
Secretary