

**Castle Pines Homes Association
Board of Directors**

Executive and Regular Meetings

Castle Pines Homes Association Building
688 Happy Canyon Road
Castle Rock, CO 80108
Friday, June 20, 2008

ATTENDEES: Directors Jerry Raskin, President; Al Dugan, Treasurer; Jim Walker, Secretary; Dan Roth, Director. Present from the CPHA Staff were: General Manager Mark Larson, DRC Administrator Jerry Winkelman, Standards Monitor Jo Lewis, Chief of Emergency Services Drew Grant, Accountant Carol Tilton and Assistant to GM Cindy Williams

EXCUSED: Ed Will

MEETING AGENDA: Attached

I. EXECUTIVE SESSION:

The Board of Directors met in an executive session and discussed personnel matters and legal advice with respect to various issues in the Village.

II. CALL TO ORDER:

The general meeting was called to order at 8:00 a.m.

III. CONFLICT OF INTEREST DISCLOSURE:

Board members should disclose any conflict of interest related to items on this month's agenda, or at any time during the meeting should a conflict arise. No conflicts were identified.

IV. MINUTES

Upon motion duly made and seconded the Board unanimously approved to accept the May 16, 2008 Board of Director meeting minutes presented.

V. FINANCIAL REPORT

The May Financial Report was presented by Len Jacobs.

Upon motion duly made and seconded the Board unanimously approved to accept the May 2008 Financial Report.

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

None

VII. DEPARTMENT REPORTS

A. Management Report – Mark Larson

Mark Larson, General Manager of the Castle Pines Homes Association, presented his Management Report.

B. Design Review Committee Report – Jerry Winkelman

Jerry Winkelman, Design Review Administrator, presented the DRC report. There has been a decrease in new construction in Castle Pines. Most activity involves minor modifications in landscaping by present homeowners.

Ryan Homes needs final review. County needs a letter stating board approval of the extension request.

C. Emergency Services Report – Drew Grant

Drew reported an increase in criminal activity and the reporting of incidents by residents. Reports included several serious offenses that are still under investigation. There were several residents in attendance with similar concerns about unauthorized entrance into the village through the gates and especially a concern for staffing of a gate officer at Gate 5. There was discussion on security measures that have been implemented to address the recent criminal activity. The Board directed Mark Larson and Chief Grant to work this issue with the ES Committee and report back to the board at the next board meeting.

Drew reported that the parking signs that were posted at the Canyon Club were stolen and replaced with smaller signs. No information has been reported as to where the signs are presently.

VIII. NEW BUSINESS

A. Resident Presentation - Paul Heltzer

Paul Heltzer of 4502 Prospect Drive requested to be heard by the Board on the issue of the dirt pile at Chateau Ridge which is the responsibility of Fairfield Homes. The Board agreed to move to enforcement to have it removed or cleaned up. A discussion about creating a policy to manage construction sites from start to finish occurred. Mark Larson was directed to report back on a process for inspection construction sites.

Paul Heltzer also brought up the issue of signage on CPHA property. The board agreed to enforce sign removal from CPHA property.

B. Parks and Recreation Resident User Policy

The intended use of parks and recreation property (i.e. tennis courts, pools, etc.) was discussed. The Parks and Rec Committee needs input about recommendations and changes for future use of these facilities. This issue will be discussed further.

C. Fitness Center Hours – Parks and Rec Committee

There was a discussion about extending the hours that the Fitness Center would be open to accommodate several resident requests. The Board agreed to not extend the hours of the Fitness Center. The Parks and Recreation Committee researched this issue and recommended that the fitness center hours of operation remain as is.

D. Emergency Notification Procedures Discussion

The issue of responding efficiently to inform residents in response to criminal activity was discussed. The board agreed that the general manager and staff should be able to use appropriate means to communicate quickly without approval of such communication by board members if communication is deemed timely.

E. Records Retention Policy: Tabled for later discussion.

F. Elizabeth Hanson has submitted her qualifications for the purpose of becoming a member of the Parks and Red Committee replacing Vic Pluto. The Committee has in turn recommended her to the board.

Upon motion duly made and seconded the board unanimously approved the appointment of Elizabeth Hanson to the Parks and Recreation Committee.

G. Noise monitoring – I-25 Independent study: Added to the agenda.

Metropolitan district is spearheading a study to monitor the noise on I-25. The board moved to accept half of the monetary responsibility of the project and execute after hearing from Mary Woodard, the CPHA consultant after her discussion with CDOT officials.

IX. OTHER BUSINESS

A. Summit Club—Mark Larson

Mark Larson reported that the Summit Club pool will be delayed until mid August. He will continue to meet with Rob Johnson to monitor the progress of the facility. Mark

stated that he wants to run the pool for at least a month before the end of the summer season to make sure everything is operational.

B. 2 Borealis—Mark Larson

Mark Larson continues to meet with the homeowner to resolve completion issues.

C. Water Conservation

No information was provided.

D. Access Control to the Village: Added to the agenda

A discussion regarding access control to the Village took place. It was stated that we are not a “secure” community as any outsider can have access to the Village by walking in. Emergency Services staff is suppose to deny access to any person who does not have authorized clearance and are doing their job by not providing easy access to visitors. Concerns about who gets access including residents and their subcontractors, how much access in regards to how many cards and transponders are issued per resident, whether there should be a refundable deposit for return of gate cards of residents who move out of the Village, and continued monitoring of future access to the Village was heard. This discussion was not finalized but needs further discussion at a future time.

E. Report by Jack Hummel

Jack Hummel, chairman of the Forest Stewardship Committee led a discussion on the consulting work completed by Anchor Point. The committee has been working with a consultant to identify beetle infected trees within the Village and have them removed. The Committee is researching areas that have been identified as needing “cleaning” and is obtaining bids to have that work completed. The Board directed that any forest “cleaning” should conform to the standards of the Village and be approved by the Design Review Committee.

X. IMPORTANT MEETING DATES

The next Board of Directors meeting is scheduled for July 18, 2008 at 8 a.m. in the CPHA conference room, 688 Happy Canyon Road.

XI. ADJOURNMENT

Addendum (10/01/08)

Resident Kim Wagner was in attendance