

**PLUM CREEK MASTER HOMEOWNERS ASSOCIATION**  
[www.plumcreekhoa.com](http://www.plumcreekhoa.com)

**BOARD OF DIRECTORS MEETING**  
**JUNE 11, 2008**

CALL TO ORDER & VERIFICATION OF QUORUM

The meeting was called to order at 6:00 p.m. by President Mark Kramer. Also present were board members Jackie Brackin, Tom Flenner (Secretary/Treasurer), Al Holowinski, Fred Jauch, Jason Johnson and Rob Lytikainen (Vice President), as well as John O'Connor of Pristine Communities, Inc. President Kramer noted there was a quorum.

APPROVAL OF MAY 14, 2008, MINUTES

Motion was made, seconded, and passed unanimously to approve the May 14, 2008, minutes. The minutes will be posted on the website.

MANAGEMENT REPORT

Mr. O'Connor reviewed key points of the May 2008 financial statements, as follows:

- Income year-to-date	\$ 54,927 actual	\$ 49,122 budgeted
- Operating expenses year-to-date	\$ 62,844 actual	\$ 47,404 budgeted
- Net operating income (loss) year-to-date	\$ (7,917) actual	\$ 1,718 budgeted

The variances in income and expenses are mostly due to timing differences and because landscape and rock wall improvements are temporarily being paid from the operating fund. These costs will be reimbursed to the operating fund from the reserve fund once the improvements are complete and the total costs are known.

Mr. O'Connor also reviewed the status of several delinquencies for the board. Regarding written comments and requests from a delinquent homeowner, the board emphasized, for the information of all homeowners, that all matters regarding delinquencies are only handled in writing and that any attorney fees that become necessary to collect delinquencies will not be waived. The board further noted that the association gives ample notification of a delinquency to the homeowner and allows adequate time for the homeowner to correct it before any attorney fees are incurred.

OLD BUSINESS

Entrance Sign Improvements—Mr. O'Connor presented the final bids to replace the eastern entrance sign with polished brass lettering. He also reminded the board that the net cost to the association would only be the amount of the insurance deductible.

After discussion, motion was made, seconded, and passed unanimously to accept the bid of Sign Design to complete the sign work.

Rock Wall Improvements—Mr. O'Connor informed the board that certain old and overgrown large evergreen and pfitzer juniper shrubs along the boulevard need to be removed so that the rock wall reconstruction work can be properly completed. He presented bids for the removal and disposal of the large evergreen shrubs in the island just north of the intersection with Mango Drive.

After discussion, motion was made, seconded, and passed unanimously to accept the bid of Douglas County Maintenance and Repair, LLC to complete the removal and disposal work.

### NEW BUSINESS

Plum Creek Parkway Shrub Issue—Mr. O'Connor reported that, as requested, he informed the Public Works Department of the Town of Castle Rock that the large shrubs on the south side of the parkway between the railroad bridge and Plum Creek Boulevard are effectively dead, unsightly and should be removed without replacement. The Town advised him that they should be removed by the end of June.

Plum Creek Traffic Calming—Mr. O'Connor informed the board that he also contacted the Transportation Engineering Division of the Public Works Department regarding the installation of traffic monitoring devices along Plum Creek Boulevard since the boulevard is now a thruway to Crystal Valley Parkway. This matter was raised with the Town about two years ago, and again, as in the past, the Town staff does not believe the devices are cost beneficial or would provide the long-term "traffic calming" the association desires.

Improvement Guidelines Issues—Mr. O'Connor noted to the board that there is a general misunderstanding by homeowners in the Master Association regarding architectural controls and guidelines and the requirement to maintain the exterior of their properties. The main issues are: (1) knowledge that any building and/or landscape improvements must be approved by both the Master and the sub-association; (2) improvements must be approved before they are started and (3) dead trees, etc. must be removed from their property.

The board asked Mr. O'Connor to write each sub-association to request that they advise any homeowners for which they have approved improvements to complete the process by submitting an additional request for approval to the Architectural Control Committee of the Master Association, along with a copy of the written approval by the sub-association. Additionally, Mr. O'Connor was also asked to contact those homeowners with dead trees on their property about the need to have removed.

### ADJOURNMENT

There being no further business before the board, a motion was made, seconded, and passed unanimously to adjourn the meeting at 6:50 p.m.

NEXT BOARD MEETING—**Wednesday, July 9, 2008, at 6:00 p.m.** at Philip S. Miller Library, 100 South Wilcox Street.