

Painters Ridge Owners Association (PROA)

Minutes – Board of Directors Meeting

March 24, 2020 – 6:30 p.m.

Conducted by conference call due to closure of the Pinnacle Community Center and to prevent attendee exposure to COVID-19.

PROA Board of Directors, Community Manager, and PROA Delegate to CVRMA

<p>Charles (Chuck) Hackard President & Chairman of PROA Design Review Committee 3955 Lions Paw St 303-393-1246 (Home) 720-985-4594 (Mobile) charleshackard@centurylink.net</p> <p>Liaison to residents on Gentry Pl, Hardrock Pl, and Inwood Pl</p>	<p>Dan Hampton Vice President 4295 Lions Paw St 214-914-6549 (Mobile) 6daniel@earthlink.net</p> <p>Liaison to residents on Dewfrost Pl, Elm Fork Pl, and 4207–4425 Lions Paw St</p>	<p>John Topolnicki Secretary 1360 Chalk Hill Pl 720-733-9355 (Home) 303-961-3662 (Mobile) noblemoki@msn.com</p> <p>Liaison to residents on Bellgreen Pl, Chalk Hill Pl, and 4079–4135 Lions Paw St</p>
<p>Robert (Bob) O’Toole Treasurer 1283 Ash Hollow Pl 303-840-9715 (Home) 303- 905-6951 (Mobile) rlo8@yahoo.com</p> <p>Liaison to residents on Ash Hollow Pl, and 3921–4045 Lions Paw St</p>	<p>Brian Bates Member-At-Large 4759 Lions Paw St 303-325-5260 (Home) 303-681-7490 (Mobile) brian.bates16@gmail.com</p> <p>Liaison to residents on Fox Hollow Pl, and 4469–4801 Lions Paw St</p>	<p>Donald Wilden, CMCA PROA Manager Action Management, LLC 7200 E Dry Creek Rd - Suite F-101 Centennial CO 80112 720-974-0247 (Work) 303-779-5242 (Fax) don@actionmanagementco.com</p>
<p>PROA Delegate to the CVRMA</p>	<p>Arlin Shepard 1438 Hardrock Pl</p>	<p>303-773-1334 (Home) 720-351-1356 (Mobile) ashep1@comcast.net</p>
<p align="center">PROA Website - http://paintersridge.org</p>		

Unless used in a context clearly indicating a different meaning, as used in this document: “PR” means Painters Ridge; “PROA” and “Association” both mean Painters Ridge Owners Association; “Member” and “Owner” both mean a person owning property within PROA boundaries; “Lot” means a residential property owned by a Member within PROA boundaries; Resident means a person living within PROA boundaries; “Board” means PROA Board of Directors; Director means a person elected to the Board; “PR-DRC” means the PROA Design Review Committee; “CVR” means Crystal Valley Ranch; “Master” and “CVRMA” both mean the Crystal Valley Ranch Master Association; CVRMA-DRC means the Master Design Review Committee. “Town” means the Town of Castle Rock Colorado. Agendas may be revised during meetings. Director votes will be upon motion without seconds and will be recorded as unanimously (unanimous), or yes-no-abstained (example 3-1-1). The Board encourages orderly input from all persons attending meetings subject to time constraints. Members and their agents will have the opportunity to address the Board before Directors vote on a matter being considered. When there are opposing views, the Board can impose time constraints on a reasonable number of persons to speak on each side of the subject. Persons wishing to speak should raise their hand and wait to be recognized by the Board President.

1. Open meeting. (Director Hackard)

Due to closure of the Pinnacle Community Center and to prevent attendee exposure to the COVID-19, the meeting was conducted by conference call beginning at 6:30 p.m.

Attendees were instructed to phone the following number at 6:20 p.m. or later (720-452-6338), and then enter the following code (2542604).

2. Certification of notice of Board meeting and posting of agenda. (Director Topolnicki)

Prior to this scheduled meeting, notice of this meeting (with the meeting agenda) were posted on the PROA website, and were emailed to all Members and Residents (having an email address on record with the PROA).

3. Recording of persons attending the meeting. (Director Topolnicki)

*Chuck Hackard Director/President
Dan Hampton Director/Vice President
John Topolnicki Director/Secretary
Bob O'Toole Director/Treasurer
Brian Bates Director at Large
Arlin Shepard PROA Delegate to CVRMA
Steve Brown Member/PROA Webmaster*

4. Ratification of quorum. (Director Topolnicki)

(Three (3) Directors must be present before official business and voting can occur.)

Five (5) Directors were present therefore a quorum was satisfied.

5. Notice of approved minutes. (Director Topolnicki)

(To facilitate quick access to Board meeting minutes (and all attachments incorporated therein), the Directors review, edit, and approve minutes by email, rather than waiting two months for the next Board meeting. After approved and certified, minutes are emailed to all Members/Residents (having an email address on record the with the PROA) and are posted on the PROA website at <http://paintersridge.org/financials-and-minutes/>.)

a. Prior January 28, 2020 Member/Owner 2020 Budget Consideration meeting minutes.

On February 3rd thru 4th, 2020, all four Directors and two Members who attended the meeting approved the minutes and Attachments-1&2 by email vote. They were posted on the PROA website as certified official records of the PROA and were emailed to all Members (having an email address on record with the PROA).

b. Prior January 28, 2020 regular Board meeting minutes.

On February 3rd thru 4th, 2020, all four Directors who attended the meeting approved the minutes by email vote. They were posted on the PROA website as certified official records of the PROA and were emailed to all Members (having an email address on record the with the PROA).

6. Open communication & inquiry session. (Members, Residents, Meeting Attendees, Directors, & Manager)

None

7. Manager's report. (Manager Don Wilden)

- a. The Directors & Officers insurance is set to renew on May 1, 2020, but a quote will not be received until April, so the Directors will need to approve the renewal by email.**

Manager Wilden will follow-up with the insurance agent in April for renewal.

- b. Update on the tax returns and compilation reports for 2019.**

The tax returns are completed, will be mailed for the necessary signatures from Directors Hackard and O'Toole, and filed by April 15, 2020. The compilation report awaits completion.

8. President's report. (Director Hackard)

- a. Painters Ridge topics and communications since last PROA Board of Directors meeting.**

i.) *On March 3, 2020, an email was forwarded to PROA Members from the Town of Castle Rock reminding residents concerning the requirements re Dog licensing.*

ii) *On March 4, 2020 the following email was sent to all PROA Members.*

Recently, the Board was made aware of a dialog between a Waste Management (WM) driver and their HOA liaison. This dialog indicates a possible shift in the willingness of drivers to collect all trash or recycling set out by our owners.

As a result, the Board of Directors is asking homeowners to break down all trash and recycling, and not overfill trash carts. Per our contract, WM is not required to empty more than one 96-gallon trash cart and one 96-gallon recycle cart per household. For anything more, the HOA could be charged extra, any extra charges received by the HOA will be passed down to the homeowner for reimbursement.

Previously the drivers have picked up extra trash/recycling without additional expense to the HOA. However, re the recent dialog a change should be expected. The Board suggests that Members tip drivers if there is more trash and/or recycling that needs to be picked up, make extra trash as convenient as possible for pickup, help to load the excess, and/or secure unused capacity from neighbors after gaining permission.

Members are reminded that the Board arranges for a large (30 cubic yard) community dumpster (only for use by Painters Ridge Residents) in the spring and fall.

The Directors discussed possibly negotiating with Waste Management at time of the PROA contract renewal (or before then) to include the pickup of extra trash. Existing contract expires May 31, 2021.

iii.) *On March 10, 2020 an email was forwarded to PROA Members about Douglas, Arapahoe and Adams counties hosting a live COVID-19 Virtual Town Hall on March 1, 2020.*

iv.) *On March 12, 2020, based on information received from a PROA Member, Director Hackard contacted to Castle Rock Water Department (storm drain section) about removing cinder blocks and wire mesh bags filled with rocks blocking both east and west street drains near the corner of Lions Paw and Fox Hollow. They were placed there by a landscaping company to protect the drains from runoff during a construction project. After the project was complete, the company did not remove the barrier material. During the winter, the plows hit the material on the east side, split the wire mesh, and spilled rock into the street. Director Hackard received a positive response and was advised by a Town Inspector that the material will be removed during the week of March 16, 2020.*

Director Hackard reported that as of March 24, 2020 the material had not be removed. He will wait a few more days and if not removed will recontact Town Staff.

v.) *On March 20, 2020 an email was forwarded to all PROA Members reminding of the importance of completing the 2020 Census.*

b. PROA homes for sale and new owner(s) report.

i.) *1338 Ash Hollow – Sold and new neighbors are moving in.*

c. Preparation for April 28, 2020 Annual Member meeting.

i.) *Prior to the meeting, the Directors reviewed, edited, and approved unanimously by email the 2020 Member Annual Meeting mailing notice, proxy form, and agenda. Manager Wilden was assigned to mail (first class) all three documents to all PROA Members/Owners on April 9, 2020. To avoid additional expense to the PROA only one “Notice of Annual Meeting” will be postal mailed. That one “Notice” will advise Members to watch for email and PROA website notices re changes to date, time, and place re the Annual meeting based upon COVID-19 circumstances.*

ii.) *Director/Treasurer O’Toole was assigned to prepare a financial report with Manager Wilden to be emailed to the Members/Owners no later than April 24, 2020.*

iii.) *Director/Secretary Topolnicki was assigned to prepare the Annual Report to be emailed to Members/Owners no later than April 24, 2020.*

iv.) *The Directors discussed the nomination procedure for the election of three PROA Director positions, and one PROA Delegate to the CVRMA. The two-year*

terms of PROA Directors Hampton, O'Toole, and Bates, and the one-year term of Arlin Shepard as PROA's Delegate to the CVRMA, all expire immediately after the April 28, 2020 Annual Member meeting. Directors Hampton, O'Toole, and Bates, and Delegate Shepard, have agreed to serve additional terms if elected.

Director Topolnicki will prepare an email to be sent by President Hackard on April 9, 2020 to Members (having an email address on record with the PROA), notifying the Members that in addition to the named Members nominated above any Member of the PROA may nominate themselves or another Member to serve as a PROA Director, or PROA Delegate to the CVRMA. The nomination information will also be posted on the PROA website on April 9, 2020.

v.) The Directors postponed their decision re holding the Annual Member meeting by conference call if the Pinnacle is closed to prevent exposure of attendees to COVID-19. No later than April 18, 2020, Members (having an email address on record with the PROA), will be advised by email re the status of date, time, location (or conference call) re the meeting, and explaining how Members may attend the meeting by conference call. The information will also be posted on the PROA website.

IF THE MEETING IS HELD BY CONFERENCE CALL, attendees will be emailed a ballot form to be returned by "REPLY ALL" to Manager Wilden, Director/President Hackard, and Director/Secretary Topolnicki. Each Proxy vote will be cast by separate email. Members will be notified by email of those elected no later than Friday May 1, 2020.

d. Report re CVRMA activities.

(The CVRMA Board of Directors generally meet at the Pinnacle, 2160 Fox Haven Drive, on the 2nd Monday each month except December. After approval at the next Board meeting, full minutes can be viewed by clicking on "Association Business" and "Meeting Minutes" after logging onto the CVRMA website at:

<https://www3.senearthco.com/homepage.cfm?&association=5808&key=8292fd27ae25.>)

i.) CVRMA Board of Directors meetings.

February 18, 2020

The formal Board meeting was cancelled due to weather and lack of quorum. An informal community meeting was conducted by those owners and board members attending. The approval and issue of the meeting minutes were tabled (a memo for record may be prepared).

March 9, 2020

aa.) New Design Guidelines Amendments are with the HOA lawyers for final review. Details concerning the amendments will not be available until after the lawyers complete the review, but before final passage by the CVRMA Board of Directors. The PROA Directors will seek a review of the amendments in order to give input concerning the interests of the PROA Members to the CVRMA Board prior to passage.

Director Topolnicki and Arlin Shepard (PROA Delegate to CVRMA) will contact CVRMA management and request copies of proposed amendments to be reviewed in the interests of PROA.

Arlin Shepard (PROA Delegate to the CVRMA) wants to pursue amendments to CVRMA governing documents that would give every Delegate to the CVRMA “one vote each” in place of existing provisions assigning Delegates the number of votes based on number of lot owners in each Delegates District. Presently Arlin has only 60 votes on behalf of the PROA. The Painters Ridge District is the smallest of the Districts within the CVRMA.

bb.) Lasts year’s plan for additional Pet Stations within CVRMA boundaries will be redone by the new CVRMA landscaping committee. President Hackard and a representative from Oak Ridge emphasized the need for stations along the Ridge Trail.

cc.) YMCA management has adjusted the cleaning schedule for the Pinnacle due to the COVID-19.

dd.) There is a new CVRMA Guideline compliance Inspector.

9. Vice-President’s report. (Director Hampton)

No report necessary.

10. Secretary’s report. (Director Topolnicki)

No report necessary.

11. Treasurer’s report. (Director O’Toole & Manager Wilden)

(Income/Expense and Balance Sheets will be posted on the PROA website after approval. [http://paintersridge.org/financials-and-minutes.](http://paintersridge.org/financials-and-minutes))

a. Status of PROA funds as of February 29, 2020.

<i>Citywide bank - Checking account balance</i>	<i>\$9,018.09</i>
<i>1st Bank - Savings account balance</i>	<i>\$20,437.78</i>
<i>Accounts Receivable (New homeowner dues)</i>	<i>\$0.00</i>
<i>Total Bank funds</i>	<i>\$29,455.87</i>
<i>YTD Budgeted expenditures</i>	<i>\$3,573.00</i>
<i>YTD Actual expenditures</i>	<i>\$3,160.00</i>
<i>Surplus/Deficit</i>	<i>\$413.00</i>
<i>Number of Owners not current on dues</i>	<i>0</i>
<i>Extraordinary income</i>	<i>None</i>
<i>Extraordinary expenses</i>	<i>None</i>

b. Bank records and financial reports approved by email.

(After approval the documents are placed on the PROA website at <http://paintersridge.org/financials/>)

(i.) January 2020.

Upon email review by the Directors and the recommendations to approve such by Manager Wilden and Director/Treasurer O'Toole, the PROA Directors unanimously approved the bank and financial reports by email February 7th thru 9th, 2020.

c. February 2020.

Upon email review by the Directors and the recommendations to approve such by Manager Wilden and Director/Treasurer O'Toole, the PROA Directors unanimously approved the financial reports by email March 13th thru 14th, 2020.

12. Board Member at Large report. (Director Bates)

Refer to reports from Director Bates in Section 18 below.

13. Update re PROA Design Review Committee activities since last meeting of the PROA Board of Directors. (Director/Chairman Hackard)

No new requests or correspondence have been received from owners since the January 2020 PROA Board of Directors meeting.

14. PROA website report. (Member/Volunteer Webmaster Steve Brown)

Webmaster Brown submitted the following report.

"The website is up to date and fully functional."

Director Topolnicki complimented Steve on his exceptional user -friendly re-organization and constant timely upkeep of the website.

15. Tabled matters.

a. Revision of retention of records policy – Status (Directors Hackard & Topolnicki)

Remains tabled.

b. PROA Guidelines review, revisions, and related procedures. – Status

(Directors) *(When PROA Directors review PROA Guidelines for possible revision, PROA Members will be advised by email and given the opportunity for input before any changes are made.)*

Remains tabled.

16. Pending PROA matters.

a. Status of the installation of the east side plant and tree lighting within the PR entry at Crystal Valley Parkway by the CVRMA in conjunction with Crystal Valley Ranch Investors (Raintree). (Director Topolnicki)

Prior to this meeting, Director Topolnicki (by email) submitted for review and suggested edits to the PROA Directors and Manager a draft of a letter addressed to the CVRMA Board of Directors and Manager requesting CVRMA Board's and Manager's efforts in convincing Mr. Jerry Richmond (Manager of the Rain Tree development within Crystal Valley Ranch) to meet his previous commitment to pay for and reinstall the landscape lighting that Raintree ripped out during reconstruction of the east side entry.

Many bulbs on the entryway medium and west entry side are not working and need to be replaced with temperature and weather resistance ones to alleviate this constant problem. Director Topolnicki will include in the above letter.

b. Status of speed control measures on Lions Paw Street. (Director Topolnicki)

(Go to this link for further details on the PROA website.

<http://paintersridge.org/category/lions-paw-speed-control-project/>)

To better ensure accurate data collection under warm weather conditions, during late spring or early summer Director Topolnicki will pursue petitioning the Town of Castle Rock to conduct further study and investigation re speed abatement solutions through the Town's Neighborhood Traffic Calming Program. This option could provide available funding for alternative traffic calming devices if study data demonstrates a speeding problem on Lions Paw. The process is initiated by submitting a petition with signatures from at least 5 residents with Lions Paw street addresses.

The Directors noted that data collected by Town Staff at the intersections of Ash Hollow Place and Lions Paw Street and Desert Rose and Lions Paw Street from 9/8/19 to 10/7/19 demonstrated 85% compliance with the 25-mph speed limit. However, the Directors decided at their January 28, 2020 Board meeting to go forward now to bring emphasis to Town Staff that speed control measures will certainly be necessary when Lions Paw Street is extended and may be needed now if the data acquired justifies such.

c. Get CVRMA to take responsibility for snow plowing the sidewalk that wraps around the southeast corner of Crystal Valley Parkway and Lions Paw Street that is owned and should be maintained by CVRMA headed south to the split rail fence on Lions Paw Street.

Director O'Toole made the PROA Board aware that CVRMA is not taking this responsibility. Director O'Toole plows the sidewalk when he can, but oftentimes must leave for work early and doesn't have enough time, or the snow is too heavy for his small snow blower.

Director Topolnicki will contact CVRMA about this matter.

- d. Get CVRMA to program the irrigation zone owned by CVRMA (that is located within the boundaries of Director O'Toole's property) to turn on during the irrigation season. The landscaping was not watered during the last irrigation season.**

Director Topolnicki will contact CVRMA about this matter.

17. Monitoring activities by the PROA Board in the interests of PR Residents/Owners.

- a. Ridge trail completion and maintenance. (Director Topolnicki)** *(The trail will be improved and completed during construction of adjacent developments. The Raintree developer may decide to improve and complete the trail prior to adjacent development. Ultimately the trail and its associated open space will be deeded to and maintained by the Town of Castle Rock.)*

Nothing has occurred since the last PROA Board of Directors meeting.

- b. Ridge Trail dog waste stations. (Director Hackard)** *(Any progress with CVRMA installing?)*

Still have not been installed. Last year's plan for additional Pet Stations within Crystal Valley will be redone by the new CVRMA landscaping committee. President Hackard and a representative from Oak Ridge emphasized at the March 9, 2020 CVRMA Board meeting the need for stations along the Ridge Trail. Painters Ridge properties that boarder on the Ridge Trail are troubled by dog waste and discarded dog waste bags upon their properties.

- c. Speed limit increase to 45-mph on Crystal Valley Parkway. (Director Topolnicki)** *(A summary of the details of a Town conducted study re safety effects since the speed limit change can be viewed on the PROA website - <http://paintersridge.org>).*

The Town's follow-up survey does not suggest that the safety of drivers making left turns onto CVP from Lions Paw St. has declined because of the speed changes. The Directors believe that this matter should be reconsidered by the Board in late spring of 2020 to determine if safety concerns have arisen, and if so to recontact the Town Staff for further evaluation.

A meeting was held at the Pinnacle Clubhouse on February 27, 2020 to discuss the Old Lanterns pedestrian crossing. The informal meeting conveyed educational information and a plan of action for a staff assessment of the Old Lanterns Crossing. Five displays were talked through by Town Staff. The engineering display showed what the Town plans are for assessing the safety of the crossing. However, given that the vehicle and pedestrian travel patterns are abnormal right now, the Town put the assessment on hold for the time being with the hope of picking it up again in May or Summer 2020 at the latest. The displays can be viewed on the PROA website under sub-section "Speed Limit Increase Crystal Valley Parkway" within the "HOA SUBJECTS OF INTEREST" section. <http://paintersridge.org>

d. Status of I-25 South Gap Project between Exit 181 (Plum Creek Parkway) and Exit 161 (Monument). (*Director Topolnicki*) (Project completion is slated for 2022. Details about the project can be viewed on the PROA website and at <https://www.codot.gov/projects/i25-south-gap>.)

Work continues re the I-25 Gap Project. Three north bound lanes are now completed from the Tomah Road turnoff to Plum Creek Parkway. Closures and diversions on I-25 continue to divert traffic onto the east frontage road complicating turning off and onto the frontage road at the intersection of Crystal Valley Parkway. As part of the I-25 South Gap project, crews are replacing major drainage pipes in the northern section of the project between Castle Rock and Larkspur. These drainage pipes run underneath I-25 and both the East and West Frontage Roads. The East Frontage Road running south from Crystal Valley Parkway continues to experience detours and slowdowns.

e. Status of construction of a Crystal Valley Parkway/I-25 Interchange. (*Director Topolnicki*) (Project completion is anticipated for 2023. Details about the project can be viewed on the PROA website at <http://paintersridge.org/category/construction-crystal-valley-parkway-i-25-interchange/>, and the Castle Rock Town website at <http://www.crgov.com/3018/Crystal-Valley-Interchange>). Castle Rock Town Councilman George Teal can also be contacted at 303-819-5936 and/or george@tealcr.com.

The Town of Castle Rock is purchasing land and rights-of-way for the project and will participate in drawing plans during 2021. Construction may begin in 2022.

More details and maps can be viewed at:

<https://milehighcre.com/six-parcels-of-land-sell-in-castle-rock-for-3-6m/?fbclid=IwAR2sHQP5UP8455m5WqOoOsDou5Yatno00bILjLDjVVTSTGxr2neXcKEMgIM>.

18. Status of Crystal Valley Ranch developments. (*Director Bates*)

a. Lanterns Planned Development. (*Director Bates*) (Details about the project can be viewed on the PROA website.)

i.) Lanterns Filing 2 of the Development Plan. (*This filing in the 848-acre Toll Brothers site includes 106 lots for single family detached homes, open space, and detention ponds, and is located south of Heckendorf Ranch, west of Crystal Valley Ranch and north of Bell Mountain Ranch.*)

Approved and under construction

ii.) Lanterns Filing 3 of the Development Plan. (*This filing in the 848-acre Toll Brothers site includes 84 lots for single family detached homes, 1 lot for a future amenities center, and open space. The residential portion of this community will be an Active Adult community on the southern half of the site, and is located south of Heckendorf Ranch, west of Crystal Valley Ranch and north of Bell Mountain Ranch.*)

Filing 3 has been approved and permitted.

iii.) Lanterns Filing 5 of the Development Plan. (*The intended use is for Single Family Detached –Active Adult Residential with associated uses, and includes 133 lots for single family detached homes, private open space tracts, and an open space dedicated tract. The filing is approximately 142 acres with 111 acres of open space. The residential portion of this community*

will be an Active Adult community on the southern half of the site. Future amenities in the area are not proposed as a part of Filing 5.)

Toll Brothers has submitted a Plat, CD and TESC land use applications to subdivide the property into 133 residential lots for 1st review. Use the link below to view the Plat and CDs.

https://crgov-my.sharepoint.com/:f:/p/lhearold/EheGwJ5f3R5GidOecPzM99EBE0kKtm/hlpdLver_AMFii-A?e=ijaIVI

iv) Lanterns Proposed Amendment to Development Plan.

(fueling station and convenience store)

Scott Carlson on behalf of Heckendorf Holdings, LLC, et. al. will hold a neighborhood meeting to discuss a proposed zoning amendment to allow a fueling station and convenience store on the 5.1-acre property located at the southwest corner of Crystal Valley Parkway and Plum Creek Boulevard. The property is legally described as Heckendorf Ranch Filing No. 2, Block 2, Lot 2. A recent zoning amendment incorporated this lot into the Lantern Planned Development.

Due to the current circumstances and directives related to COVID-19, and out of an abundance of caution, the original planned neighborhood meeting has been cancelled. An alternative date and time have not been determined at this time. A future meetings will be noticed according to the Town's regulations; a sign posted on the site, a summary posted on the Town's public meeting webpage, and a written notice sent to property owners and HOA's within 500 feet of the subject property.

b. Heckendorf Ranch Retail SDP. *(Construction occurring directly south of the Fire Station on Crystal Valley Parkway. Details about the project can be viewed on the PROA website.)*

Site Plan has been approved for two retail units of approximately 11,000 square feet total (currently a small market and liquor store). Site Improvements have been permitted and construction is underway. (Note: There appears to be three back doors suggesting that there might be three units instead of two.)

c. Epoque apartment development at north-west corner of Crystal Valley Parkway and Plum Creek Boulevard. *(Heckendorf Multifamily SDP owned by a company called UDC CVW, LLC. has been approved and recorded. The Plat, CDs and GESC have been approved.)*

Project is still on hold, and Town Staff believe it may be for sale.

d. Crystal Valley Ranch Filings Status since last PROA Board meeting.

i.) Crystal Valley Ranch Filing 18 (east of the Ridge). *(Located at the southeast corner of West Loop Road and Crystal Valley Parkway to include 90 single family detached homes. The neighborhood is planned to be age-restricted to residents 55 years old and older. A small passive park is proposed at the southwest portion of the site. The adjacent commercially zoned lot is not included in this site.)*

Has been approved and the construction permit has been issued.

19. Confirm and/or reset future meetings schedule.

a. PROA Board Meetings are presently held beginning at 6:30 p.m. at the Pinnacle Community Center, 2160 Fox Haven Drive, Castle Rock CO. Below are the dates, times, and locations for meetings of the Board of Directors for 2020.

Meeting Type	Date	Time	Location
<i>Directors Board Meeting</i>	<i>May 26, 2020</i>	<i>6:30 p.m.</i>	<i>Pinnacle</i>
<i>Annual Member Meeting</i>	<i>June 23, 2020</i>	<i>6:30 p.m.</i>	<i>Pinnacle</i>
<i>Directors Board Post-Meeting following Annual Member meeting</i>	<i>June 23, 2020</i>	<i>Approximately 7:15 p.m.</i>	<i>Pinnacle</i>
<i>Directors Board Meeting</i>	<i>July 28, 2020</i>	<i>6:30 p.m.</i>	<i>Pinnacle</i>
<i>Directors Board Meeting</i>	<i>September 22, 2020</i>	<i>6:30 p.m.</i>	<i>Pinnacle</i>
<i>Directors Board Meeting</i>	<i>November 24, 2020</i>	<i>6:30 p.m.</i>	<i>Pinnacle</i>
<i>Special Director Meetings will be scheduled as needed</i>			

b. Crystal Valley Ranch Master Association (CVRMA) Board of Directors hold their Board Meetings beginning at 6:00 p.m. at the Pinnacle Community Center, 2160 Fox Haven Drive, generally on the second Monday every month (except for December).

All Members and Residents within the boundaries of the CVRMA can join the Facebook group called "Crystal Valley Community". Also, login to the CVRMA homeowner portal at <http://www.cvrmasterhoa.com/> "HOMEOWNER SITE" to see the newsletter, important updates, view the status of your CVRMA Design Review request, view current guidelines, stay current with CVRMA Board of Director meetings, minutes, social events, and other matters of interest to Members and Residents. Members & Residents are encouraged to have their email address on record with the CVRMA Manager (AMI – Advanced Management of Colorado, LLC.) to ensure receipt of communications and notices from AMI concerning CVRMA matters.

20. Adjourn.

The conference call meeting was adjourned by unanimous vote by the Directors at 7:03 p.m.

APPROVAL OF MINUTES

Director/Secretary Topolnicki emailed to the Directors that attended this meeting, drafts of these minutes for their review, editing, and approval. The Directors approved the final draft of these minutes by email as indicated in the table below.

Director	Approved	Not Approved	Abstained	Date of Email Vote
<i>Hackard</i>	<i>X</i>			<i>04-14-20</i>
<i>Hampton</i>	<i>X</i>			<i>04-14-20</i>
<i>Topolnicki</i>	<i>X</i>			<i>04-14-20</i>
<i>O'Toole</i>	<i>X</i>			<i>04-14-20</i>
<i>Bates</i>	<i>X</i>			<i>04-14-20</i>

CERTIFICATION OF APPROVED MINUTES

Pursuant to the 5-0-0 email vote of the Directors as reflected in the table above, these minutes were officially approved by the Directors who attended this meeting. Therefore, these minutes are certified as official records of the PROA and will be emailed to all Members/Owners (having an email address on record with the PROA) and will be posted on the PROA website.

John Topolnicki

(Authorized Electronic Signature)

**By: John Topolnicki, Director/Secretary
PROA Board of Directors**