

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PENRITH PARK HOMEOWNER ASSOCIATION
AGENDA**

**February 15, 2024
4:30 p.m. to 5:30 p.m.**

Zoom Meeting

<https://us06web.zoom.us/j/83643216667?pwd=vlQrMRVlbnRrRSZkd4tVWFlvWkYlGhha.1>

Meeting ID: 836 4321 6667

Passcode: 869804

One tap mobile 720-707-2699 (Denver)

Directors Present: Adam Menken (Teleconference)
Shawn Trignano (Teleconference)
Alisia Alba (Teleconference)

Present: Teelos Community Manager, Joe Saunders recording the minutes (Teleconference).

Establishment of Quorum

Mr. Saunders confirmed a quorum of the Board of Directors with 3 of 3 present. Director Menken called the meeting to order at 4:30 pm.

Introductions

This being the first meeting of the 3 Directors. Each Director introduced themselves and explained the reasons for them being on the Board.

Discussion of Responsibilities (President, VP, Secretary, Treasurer)

After the discussing the responsibilities of each officer position, the Board decided the following:

Adam Menken- President
Shawn Trignano – Vice President
Alisia Alba – Secretary/Treasurer

Discussion of Committees (Social, Architectural, Landscaping, Capital Improvements)

After discussing the Directors' interests of being involved with a committee, the following are the committees the Directors will be participating.

Adam Menken- Capital Committee, Architectural Design Committee
Shawn Trignano – Architectural Design Committee, Social Committee
Alisia Alba – Landscaping Committee, Social Committee

Social Events

- A. Easter Egg Hunt
 1. Do we want to put this event on this year?
 2. When: Easter is March 31 (Sunday), event would be March 30 (Saturday)
 3. Cost: ~\$650. [we have \$1,000 budgeted for Social events].
 4. Need: Volunteers to fill eggs, Easter bunny, set up, tear down

The Directors discussed 2023 Easter Egg Hunt event and would like the event to continue in 2024. The proposed date is scheduled for Saturday, March 30, 2024. Based on 2023's expenses, an estimated cost would be around \$650. The Board directed Community Manager Saunder to send out an email blast to all homeowners advertising for volunteers for the Easter Egg Hunt. Also, the event will be placed on the agenda for the February 28, 2024 Regular Meeting.

VII. Architectural

- A. Do we have anything submitted that needs a decision?
- B. Fences—any word yet from the town on privacy fences?

Community Manager Saunders reported to the Board that currently there are no architectural design applications to review. The Board discussed the ARC should expect numerous upcoming backyard landscaping applications to be submitted. The Committee may need to meet every 2 weeks instead of meeting once per month to provide a faster response to the homeowners' applications.

Community Manager Saunders received an email from Savannah Vickery with the City of Bennett responding to the Board's inquiry of changing the requirements of the fencing throughout the HOA from 3-rail cedar fencing to allowing a 6' to 7' height privacy fence.

Ms. Vickery stated that she does believe the HOA can update their Covenants, Conditions and Restrictions and Architectural Design Guidelines to change the fence requirement and does not need to inform the City of Bennett. The City does ask the applicants to confirm their fence design meets any requirements set by the HOA and the HOA will enforce those requirements. Under the City of Bennett's fencing code requirements, the following was mentioned in her email.

Per the [Town fencing code requirements](#), you can only have a maximum height of 4' in the front yard, and it must be picket or split rail fencing. A stockade (privacy) style fence is only permitted in front yards if it is 3' or shorter. On side and rear yards (side is defined as the front line of the home and back towards the rear), you have a maximum height of 6', but can do the privacy solid fence style. Your HOA maximums cannot exceed the Town maximum height of 6'.

VIII. Landscaping

- A. Managing the day-to-day relationship with the landscapers to ensure that the needs of the community are being met.
- B. Making recommendations to improve the landscaping of the common areas (ex: fresh mulch in the Spring).
- C. Discussing landscaping improvements (ex: addition of new trees) with the capital improvements committee.

The Board discussed the responsibilities of the Landscaping Committee. The Committee would manage the landscape maintenance and snow removal companies, make recommendations to the Board for landscaping improvements throughout the community, and work with the Capital Improvement Committee on major improvements.

- VIV. Capital Improvements (proposing an additional Committee)
 - A. Organized way of discussing and improving the neighborhood through capital improvement projects—such as: sunshade for the park, addition of new trees, adding swings to the playground, etc.
- X. Add an additional Board member? Our by-laws allow us to have 4 Board members.
- XI. Establishing a monthly meeting for the Board
 - A. Can be an informal meeting over Zoom (or in-person if that's preferred)
 - B. Discuss the committees and/or anything Board related.

The Board discussed the possible major improvements needed throughout the Community such as; 34 new trees, installing covers over the playground equipment to help with shading, installing new irrigation systems for the community's trees, applying new mulch in all beds, and installing a new swing set at the park. Directors Trignano and Alba discussed the elimination of the temporary sprinkler system in Tract C. Community Manager Saunders will bring this to the attention of the District.

Director Menken discussed having monthly Board meetings to communicate any problems, upcoming projects and making decisions on items brought to the attention of the Board. The Directors will email each other in the next 30 days to determined date and time.

Other Business

Community Manager Saunders asked for a date in March or April to have Maverick Waste provide 2 roll-off dumpsters to dispose of large items. The Board decided to table discussing a date until the February 28, 2024 Regular Meeting. The topic will be added to the February 28, 2024 Regular Meeting agenda.

The Board approved having a Spanish Interpreter help at the February 28, 2024 Regular Meeting, if needed.

Adjournment

There being no further business to come before the Board, following discussion and upon motion made by Director Menken seconded by Director Alba, upon vote and unanimously carried, the Board resolved to adjourn the meeting at 5:40 pm.

Respectfully submitted,

Adam Menken

By: Adam Menken (Mar 6, 2024 20:27 MST)

Secretary/ Treasurer