

Everyone is welcome at the

## **Pinewood Springs Property Owners Association Meeting**

(PSPOA supplies information and provides a forum for discussion)

October 16th, 2024

### **PSPOA Board Meeting Minutes**

**Annual Meeting start time:** 7:00

**Determination of quorum/attendance:** The following board members were present:  
Gabi Benson, Patty Peritz, Evan Jones.

**Board members absent:** none

**Residents present:** Steve Stewart and Fritz Lampe.

*This meeting was held via Zoom*

**Member Issues** *(by paid members only, limited to non-agenda items and <10 min)*

### **ANNUAL MEETING**

Election/renewal of members. Evan will continue, Gabi will continue, Patty will not be renewing her term. We will begin trying to recruit a new treasurer by the end of the year.

### **Covenant Issues**

**234 Kiowa Rental:** we've received confirmed reports of an unpermitted rental on the property. Larimer County has been informed and plans to follow up. The PSPOA will send a violation letter highlighting ADUs.

### **New Business**

**Gas Station:** sale to resident Chris Connot has been completed. There is no water service to the property. We haven't heard anything more about it.

**Trailhead Parking:** we had a resident report that people were parking on private property on Crow Lane to access a nearby trail.

### **Old Business**

**Add Parcel Lockers to PO Boxes:** this project is shovel-ready, but we lack volunteers to dig holes and pour the concrete. Will redouble our efforts to recruit people to complete this work before the ground freezes.

**CWPP:** next meeting date TBD. No further updates at this time.

**PSPOA Properties:** no updates at this time. Patty will continue with the Pinewood Sign flower bed maintenance.

**Website Report:** update will be completed soon. Patty will continue to serve as website administrator.

### ***Approval of Minutes***

*No new minutes to be approved.*

### ***Treasurer's Report***

Article 5, Section 5 of our bylaws describe the treasurer's duties. Our annual tax document has been filed, and our annual HOA registration as well. Our insurance policy and property taxes have been paid.

The following is a current list of annual deadlines the PSPOA Treasurer must meet:

- IRS Form 990-N, Electronic Notice (e-Postcard) for Federal Tax-Exempt Organizations must be completed and submitted electronically every year by the 15th day of the 5th month after close of every fiscal year on October 15th.
- Annual renewal for CDRE-DRE HOA registration is required to be submitted in the month of August.
- General liability insurance on the corporation's properties is required and renewed annually by August 15th.
- Larimer County property taxes are to be paid on the corporation's properties by the annual deadline, May 1st.
- CO SOS Periodic Filing to be filed annually in July.

### ***Membership***

Current total is 184 members

### ***Suggestions/Announcements***

Meeting Adjourned at 7:39pm

**Next Meeting: November 20th, 2024**

*Meeting minutes submitted by **Evan Jones***