

Pioneer Ridge Homeowners Association
A Corporation Not-for-Profit
Notice of Annual Membership Meeting

Dear Pioneer Ridge Homeowners

We are requesting your attendance at **The Pioneer Ridge HOA 2023 Annual Membership Meeting** to be held **Thursday November 16, 2023 at 7:00 PM** at the Johnstown Sr Center 101 Charlotte St, Johnstown CO 80534

Budget and Dues

The enclosed budget will be presented to the Membership for ratification at the meeting. In accordance with Association Documents Article III section 6:

Unless at that meeting the budget is rejected by the vote or agreement of Owners of Lots to which at least sixty-seven percent (67%) of the votes in the Association are allocated, then the budget is ratified, whether or not a quorum is present.

No dues increase is planned for 2024.

Board Election

There are two board seats up for election. Terms are three years.

If you are interested in running for the Board, please contact Pamela Coleman at Pamela@Kellisoncorp.net

Pioneer Ridge

Enclosures: Agenda, 2022 Meeting Minutes, Proxy, Budget, Xeriscape Policy

Pioneer Ridge Homeowners Association
A Corporation Not-for-Profit
November 16, 2023 at 7:00 pm
Johnstown Sr Center 101 Charlotte St Johnstown CO 80534

Meeting Agenda

Dan Monares	Expires 2025
Jennesa Yanez	Expires 2024
Karl Hagman	Expires 2024
Lawrence Nee	Expires 2023 - vacant
Karine Walker	Expires 2023 - will run again

1. Establish a quorum (10%) 72 Owners
2. Call meeting to order
3. Approve November 2022 membership meeting minutes
4. New business
 - a. President's Report
 - b. Manager's Report
 - c. 2024 Budget Ratification – no dues increase
 - d. Board Election— Two (2) 3-year terms expiring (Lawrence Nee and Karine Walker, Karine is running again)
 - e. Xeriscaping Policy
5. Open forum for questions and concerns
6. Adjournment

Pioneer Ridge Homeowners Association
Annual Meeting
Wednesday, November 16, 2022
7:39 pm to 8:10 pm

Minutes

Board Members Present: Karl Hagman Lawrence Nee Karine Walker
Dan Monares Janessa Yanez

Management Present: Pamela Coleman

Call to Order: A quorum (10% or 73 households) was not established. **If anyone objects to the business carried out at this meeting, please submit your written objection to mgthoa@kellisoncorp.net by December 16, 2022. All decisions will be final and a matter of record if none are opposed by that date.** There were 21 owners present in person or by proxy and the meeting was called to order by Director Karl Hagman at 7:39 pm.

Approval Previous Minutes: A motion was made, seconded and carried that the November 2021 membership meeting minutes be approved as written.

New business:

- a. President's Report – Karl's report is attached to minutes for review.
- b. Manager's Report – Pamela reported on the recent contact for the 36 inch water line installation project, review on CINC, notification of trimming dead trees.
- c. 2023 Budget Ratification – Director Lawrence Nee reviewed the budget line items and questions were addressed. Without a majority to reject the budget, the budget was automatically ratified. All of the owners present approved of the Budget as presented with no increase.
- d. Board Election - One (1) 2-year term is expiring (Dan Monares), who said that he would run again for the Board. Member Christina Faulkenburg was nominated and accepted. A mail in ballot will be sent to owners. Dan and Christina will forward short bios to be included in the mailing with a deadline of December 7, 2022. The mailing will be scheduled to go out on November 22, 2022.

Open forum for questions and concerns:

- b. Christina Faulkenburg showed interest in being part of a social committee.
- c. Request update on Riverbed Estates Proposal – there was nothing additional to report, additional information will be posted on the website as received.
- d. Will the lots in the neighboring development be similar to Pioneer Ridge? At this time it is understood that they will be larger 1/2 to 2/3 acre lots.
- e. Director Dan Monares gave a brief update on the fence project. Flyers will go out over the upcoming weekend to let those owners near the project know about the status.

Adjournment: Without further business to discuss, a motion was made, seconded, and carried to adjourn at 8:10 pm. The Board will meet after the election to determine Director Officer positions and set goals for 2023.

Pioneer Ridge President's report:

The board is pleased to welcome our new contact with Kellison Corp, Pamela Coleman. She replaces Olivia Hermann, who has been promoted within the Kellison Corp Management Company.

I am pleased to report that the budget for the HOA remains in very good shape at this time. Despite everything going on in the economy, inflation, and an 8.7% increase in 2023 social security payments, our finances are sound. We do not have an increase in our semi-annual dues for 2023. We have Kellison Corp under a new management contract that we resigned with them this past July. That contract will last another two and one-half years to June 30, 2025. It should also be added that when we last contracted with Ace of Blades, we signed a multi-year contract with them. Their contract expires December 31, 2023. This winter, they are contracted to plow the common sidewalks and around mailboxes when snow reaches two inches or more. More will be said about our finances in our 2022-23 budget report.

When Kellison Corp took over management of our subdivision, we were over \$ 60,000 in accounts receivable. Given the covid issues and inflation, the homeowners in Pioneer Ridge need to be complimented. We have about \$20,000 in accounts receivable. Kellison Corp has the means and legal tools to pursue those small numbers who have accounts outstanding.

Tumbleweeds seem to be an issue that has come up more in the past two years than in the previous five combined. The board's position on this issue is clear. As an HOA, we cannot go onto private property to remove tumbleweeds. As an HOA, if we contact our vendor, Ace of Blades, and ask them to come onto our common area and remove tumbleweeds, one of two things will happen: one, we get on their schedule two, three, or even a week out in the future and get billed extra for them coming to get what they can, if tumbleweeds are still around, or, two, we pay a significant premium above our monthly contract for them to stop what they have scheduled that day, if they can, and they respond to our request. Most likely, it will be the first scenario. They do pick up some tumbleweed in the common area during fall cleanup.

There is an 11- lot subdivision being planned on the South-East corner of our HOA. Each lot will be a bit more than half an acre each. Right now, they are putting in the water and sewage lines. Building may not start until the mid-to late summer of 2023. The builder will be in contact with property owners who back up to property being developed. At this point, there is no discussion of them being a part of our HOA.

The fencing along County Road 17 is moving along on budget. We hit a bump in the fence replacement when the original vendor suddenly backed out and we had to find another vendor. That has been done and we intend to finish County Road 17 fencing and then we will go back up to the north side of Mallard Drive and work south from there. In 2023, we expect to do another 1,800 — 2,000 linear feet. We are hopeful we can finish the entire fencing in the next 3-5 years.

PROXY For the Annual Meeting at Pioneer Ridge

Thursday, November 16, 2023

Choose one:

- The undersigned Owner(s) hereby constitute and appoint _____ with full power of substitution, to attend and represent me/us at the annual Pioneer Ridge Homeowners Association meeting, and to cast whatever vote the Owner(s) might cast if personally present.
- The undersigned Owner(s) hereby appoint a General Proxy to be counted for a quorum at the annual Pioneer Ridge Homeowners Association meeting. This does not give anyone the right to vote on my/our behalf.

This PROXY is only effective for the above stated Annual Meeting and/or any adjournments thereof.

(Please Print)

Address: _____

Name (s) of Owner (s): _____

Owners Signature

Owners Signature

Proxies are VERY important in establishing a quorum. If you are NOT going to be at the meeting, please sign your proxy and either give it to someone who will be at the meeting or email it to Kellison Corp. at mgthoa@kellisoncorp.net. Thanks!

**Pioneer Ridge HOA
2024 Budget Draft**

	Actuals 2022	Budget 2023	Projected 2023	Budget 2024	Notes
<i>Dues Per Year</i>	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	
<i>Number of Units</i>	725	725	725	725	
INCOME					
4140 Fees, Association	\$ 347,287.99	\$ 348,000.00	\$ 348,000.00	\$ 348,000.00	
4155 Fees, Fines	\$ 600.00	\$ -	\$ -	\$ -	
4241 Reserve Fund/Working Capital			\$ 300.00	\$ -	
4160 Fees, Collection Processing Fees	\$ 1,240.00		\$ 2,150.00	\$ -	
4180 Oil & Gas Income		\$ -	\$ -	\$ -	
4200 Interest Income		\$ -	\$ 5,000.00	\$ -	
4230 Miscellaneous Income					
4240 Special Assessment					
4241		\$ -	\$ 150.00	\$ -	
4321 Late Fees Income					
Total Income	\$ 349,127.99	\$ 348,000.00	\$ 355,600.00	\$ 348,000.00	
EXPENSE					
ADMINISTRATIVE EXPENSE					
5500 Acct/Tax Prep/Professional	\$ 300.00	\$ 330.00	\$ 375.00	\$ 375.00	
5503 ACC Review Expense	\$ 4,664.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
5520 Collection Processing Fee	\$ 1,435.00	\$ -	\$ 5,320.00	\$ -	
5530 Insurance	\$ 10,111.00	\$ 10,212.10	\$ 12,240.00	\$ 16,000.00	2024: assumes 30% increase
5540 Legal	\$ (78.20)	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	
5560 Management Fees	\$ 28,815.00	\$ 29,280.00	\$ 29,280.00	\$ 30,744.00	2024: 5% increase
5570 Miscellaneous Expense	\$ 508.81	\$ 300.00	\$ 300.00	\$ 250.00	
5580 Office Supplies Expense	\$ 10,492.21	\$ 1,200.00	\$ 1,750.00	\$ 2,000.00	Includes Mailing for annual meeting
5600 Social Event Expense	\$ 40.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2023: Social events and storage rental
5610 Taxes, Income	\$ -	\$ 100.00	\$ -	\$ -	
Subtotal	\$ 56,287.82	\$ 50,422.10	\$ 56,765.00	\$ 56,869.00	
LANDSCAPE EXPENSE					
5660 Landscape Contract	\$ 84,996.00	\$ 84,996.00	\$ 84,996.00	\$ 93,492.00	2024: Ace of Blades, 3 year contract 11/1/2023
5665 Landscape Maint & Repair	\$ 25,965.40	\$ 34,500.00	\$ 23,000.00	\$ 30,000.00	2023: includes renovation to area 2 and 3
5670 Sprinkler Sys Maint & Repairs	\$ 7,078.00	\$ 13,428.00	\$ 13,428.00	\$ 13,000.00	
5677 Open Field Maintenance	\$ 2,310.00	\$ 11,800.00	\$ 7,000.00	\$ 7,000.00	Mowing of open field 2023: remove 6 trees replace 8, tree trimming
5680 Tree and Shrub Maintenance	\$ 35,712.00	\$ 3,500.00	\$ 13,900.00	\$ 10,000.00	2024: tree treatments and trimming, tree replacements
5685 Water, Landscape	\$ 51,518.11	\$ 50,000.00	\$ 40,000.00	\$ 50,000.00	
Subtotal	\$ 207,579.51	\$ 198,224.00	\$ 182,324.00	\$ 203,492.00	
MAINTENANCE EXPENSE					
5710 Capital Imp. - Other	\$ 88,809.00	\$ 110,000.00	\$ 167,147.40	\$ 130,000.00	2023: Permit fees for fencing and deposit 2024: additional fencing
5705 Capital Imp - Fence	\$ -	\$ -			2023: Includes stain cost
5716 Electricity	\$ 1,783.42	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
5810 Maintenance - General	\$ 4,295.00	\$ 5,500.00	\$ 13,368.62	\$ 5,500.00	2023: repair playground equipment
5820 Maintenance - Pet Waste	\$ 1,985.00	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00	
5840 Snow Removal/Sanding	\$ 4,905.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
Subtotal	\$ 101,777.42	\$ 126,250.00	\$ 191,266.02	\$ 146,250.00	
Total Expenses	\$ 365,644.75	\$ 374,896.10	\$ 430,355.02	\$ 406,611.00	
NET SURPLUS (DEFICIT)	\$ (16,516.76)	\$ (26,896.10)	\$ (74,755.02)	\$ (58,611.00)	
Cash Reserves	\$ 390,645.71	\$ 363,749.61	\$ 315,890.69	\$ 257,279.69	

Amendment to Landscape Guideline Policy- 2023

Amend “Required Square Footages (SF)” to: Required Square

Footages (SF)

- Total SF of mulched beds not to exceed 40% of the total landscape area
- Total SF of irrigated turf and/or artificial turf to be 60% of landscape area or greater
- Turf/Lawn grass to be sod or hydro-seeded—Specify type and variety on design application.
- Artificial Turf requirements as noted below in “Artificial Turf”

Artificial Turf

Artificial turf may be considered in side and rear yard and should not be an area visible from public streets. The design intent is for artificial turf to emulate natural grass.

Allowable Products

The color must be similar to the geographical area, preferably a blended, multi-color monofilament fiber. The following products have been approved by the Pioneer Ridge HOA. Any product not listed below will require a sample be submitted along with a manufacturer’s cut/specification sheet.

- A. Easy Turf – Ultimate Natural Artificial Turf 2” height.
- B. Easy Turf – Pedigree 1 1/2” height.
- C. Next 2 Natural – Natural Envy 2” height.
- D. Next 2 Natural – Sense 2” height.
- E. Mile High Synthetic Turf – Colorado Blend Pro 2” height.
- F. Mile High Synthetic Turf – Colorado Blend King 2 3/8” height.
- G. Purchase Green – Arizona Platinum Olive 2” height.
- H. Purchase Green – Arizona Platinum Spring 2” height.
- I. Plush Lawn
- J. SynLawn

Installation Considerations

- A. Professional installation is required and must include a weed barrier and a porous, aggregate road base for drainage.
- B. Proper infill for residential application, such as silica sand or “Envirofill” for kid and

pet areas must be used. Infill must not be toxic to humans or pets and must blend into the turf and not be visually distracting.

C. The established drainage pattern may not be blocked or altered by the installation of artificial turf.

D. A weed suppressor must be used under seams and the seams must be properly secured.

E. If an artificial turf area will meet a native area, it must be separated with a barrier of at least four inches of hardscape or planting area.

Maintenance Considerations

Artificial turf must be cleaned as necessary and periodically groomed to maintain its appearance. The board or ARC reserves the right to inspect and require replacement after the life expectancy recommended by the manufacturer has been reached, or if the turf is not maintained in good condition.

Xeriscape Policy

A. Homeowners may select from any of the pre-planned water-wise garden "downloadable designs that are available from the CSU extension website at <https://plantselect.org/downloadable-designs/>. These designs are preapproved for installation in all front yards without ARC approval.

B. Other Xeriscape plans may be permissible with ARC approval.

C. Vegetable gardens are permissible in any portion of the yard with ARC approval.

D. A front yard design consisting of up to 80% drought-tolerant plantings will be allowed.

Certification

The undersigned, being duly elected and acting President of the PIONEER RIDGE COMMUNITY (the "Association" certifies that the foregoing policy amendment was approved by the vote of at least a majority of the Association's Directors at a meeting of the Association held on _____, 2023.

PIONEER RIDGE COMMUNITY

Dated this _____, 2023

By: _____

President