

Castle Ridge Homeowners Association

A meeting of the Board of Directors for Castle Ridge Homeowners' Association was held via ZOOM on **April 29th, 2025 at 6 PM.**

1. **Call to Order** - The meeting was called to order at 6:03 PM by Laura Brown.
2. **Roll Call and Verification of Quorum**
 - a. Roger Proffitt (Present)
 - b. Brian McLaughlin (Present)
 - c. Christine Schriock (Present)Quorum - With 3/3 board members present, a quorum was established.
3. **Approval Action Items**
 - a. Meeting minutes of the Board of Directors meeting held on **1.7.2025** were presented to the Board via email prior to the start of the meeting for review.
 - i. A motion was made by Roger to approve the minutes as written. Seconded by Brian. No further discussion. Passed unanimously.
4. **Board of Directors Update**
 - a. Laura provided legislative and policy updates, including:
 - i. 2025 Legislative Tracker (Altitude Law): <https://altitude.law/2025-legislative-tracker/>
 - ii. Overview of changes related to Assessments, Liens, and Collection Practices.
 - b. The updated Collection Policy Update per CCIOA for all Colorado HOAs.
 - i. A motion was made by Roger to approve the updated policy as written. Seconded by Brian. No further discussion. Passed unanimously.
5. **Maintenance and Seasonal Contracts**
 - a. The Board reviewed seasonal maintenance progress and vendor performance for landscaping and irrigation. Daly Property Services submitted the 2026 proposal for landscaping and irrigation services.
 - i. Motion: Brian made a motion to approve the landscape and irrigation update as presented. Seconded by Brian. No further discussion. Passed unanimously.
 - b. Brian noted that certain owner-requested improvements may become expensive projects, and the Board should consider these carefully during future budget planning.
6. **Management Update**
 - a. Q1 Financial Report: Laura presented the Q1 2025 financial statements, referencing the Balance Sheet, Income Statement, and Budget Comparative. Key points included:
 - i. Total Cash: \$64,493.84
 - ii. YTD Operating Income: \$21,065.12
 - iii. YTD Operating Expense: \$9,038.50
 - iv. Net Operating Income: \$12,026.62
 - v. Delinquencies total \$1,641.63, with most accounts under 30 days past due. Detailed owner list appears in the Q1 report.



- b. Covenant Enforcement – Parking
 - i. The Board discussed parking concerns noted by residents for long-term guest/auxiliary parking. The street is monitored and enforcement is provided by the Town of New Castle.

7. Old Business

- a. Nothing was presented at this time.

8. New Business

- a. The next Board meeting is scheduled for **8/5/2025 at 6 PM via ZOOM.**

9. Community Comment

- a. Nothing was presented at this time.

10. Adjournment

- a. There being no further business to come before this meeting, it was motioned by Christine to adjourn at 6:23 PM. Roger seconded the motion. No discussion. Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals

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APPROVED: 1.28.26

BOD Meeting: 4.29.25