

MINUTES OF ANNUAL MEETING
OF THE CEDAR MESA RANCHES
HOMEOWNER'S ASSOCIATION, INC.
A Non-Profit Corporation

An annual meeting was held at the HOA principal office on Thursday, March 7th, 2002, at 7 p.m. The following were present in person:

BOB HOY	MARCIA GALLAGHER
DAVID NIGHTEAGLE	PATRICK GALLAGHER
DON MACKLIN	SUSAN MACKLIN
STEVE LUDEMANN	MARTHA LUDEMANN
LATRICA ANDERSON	JERRY ANDERSON
CHRIS SCHAUFLE	NANCY SCHAUFLE
CHARLES WIESEL	DEE WIESEL
JULIE NADOLSKE	LYLE COX
TOM VAUGHAN	

1. Election results were given: President – Charles (Chuck) WieSel 62 votes
Vice President – Nancy Schaufele 46 votes
Ruth Bignell 13 votes
Treasurer/Secretary – Julie Nadolske 62 votes
2. Agenda approval moved by Chris Schaufele, Bob Hoy seconded to approve agenda.
3. Amendment to **By-Laws** –
 - a. principal office location
4. Amendment to **Articles of Incorporation** –
 - a. Principal office address of the corporation will be A&A Mesa Verde RV Park 34979 US Hwy 160 Cortez, CO 81321 or if unavailable Lotsa Pasta 332 E Main Street Cortez, CO 81321.
 - b. New officers & email address are as follows:
President – Chuck WieSel wildweasels@frontier.net
Vice President – Nancy Schaufele schauf@randomc.com
Treasurer/Secretary – Julie Nadolske nadolske@fone.net
 - c. HOA Treasurer's report on back side of agenda
David Nichteagle asked about the \$182.36 sign repair. Debbie said it was for the archway we drive under as we enter the subdivision. The sign was stained and painted. Questions were also asked about who did the road work and several names were listed. Chuck WieSel will be starting his own search on future road repair contractors.

d. Open Discussion about open house topics:

Lyle Cox – Spokesman for Mancos Fire Protection District.

Lyle Cox introduced himself from the Mancos Fire Department. Cedar Mesa's substation has one brush unit, one structure protection unit and one medical unit for current equipment. By mid-summer there will be three trained 1st response personnel who live within a mile of the substation. They built a small station with what money Red Stone Land gave out with the intension of expanding in the future. That is why they built the building small but tall. Lyle also said that we are rated a class 5 ISO for our water system, which should give us good insurance coverage. Otherwise we would be a class 9 ISO which is high. Cortez and Delores Fire Departments are willing to help when needed. BLM/National Forest Service also track lightning strikes and sends crews out or informs the Mancos Department, which they have a cooperative agreement with. The fire department is moving forward as planned with our fire station with the lawsuit filed against them by Red Stone.

Road Condition

Chuck WieSel has offered to investigate into repairing our roads and getting them fixed. He has talked to Tom Weaver county administrator on 2/21/2002 to find out what the requirements were upon building these roads. Tom said that the county approved plans and the roads met specifications required. Tom said that his assumption of the problem is that there was no maintenance done to the roads once they were built. Chuck wants to first take care of the main problem, which is the washboard for the first 1/3 mile of main entrance and intersections J8 and K1 and Rd 35 down the hill. He plans to call 3-4 contractors and get some bids for bed preparation, ditches, crushed rock and water. Then he plans to use magnesium chloride on these sections for the next few years to eventually make them like concrete. A couple ideas were brought up to possibly solve the washboard effect from happening. One idea was to put up more speed limit signs and to add speed bumps. Another idea was to charge an impact fee to all lot owners building homes in the future of \$500-1000 to help maintain the road on a regular basis. All of the money collected for this impact fee will be put into a separate account to be used only on road maintenance costs. Lot owners that have already build homes will also have to pay this fee retroactive. The board of directors will further discuss both of these ideas. The board of directors will be emailing a quarterly newsletter to keep you posted.

Weed Control

Martha Ludemann has volunteered to further investigate on weed control requirements. Martha would like others to help with investigating this matter or other concerns with weeds. The county will fine us if we do not control our weed problem. She will also be checking further into our

problem with pine beetles, which are destroying our pine trees and reducing the value of our land.

Mailboxes

Chuck has talked to Darleen Floyd from the Mancos Post Office. Darleen states that she is not required to deliver mail on private roads. Right now the mail that she delivers is out of the kindness of her heart. She recommends that we find other sources of delivery. The Mancos Post Office will give you a free PO BOX or Chuck has been given literature on multiunit boxes that are to be placed at the entrance of our subdivision. These units are 25 boxes per unit for \$1440. Some ideas of alternative solutions were to build a small building about the size of the sales office at the entrance or by the fire station and just put mail boxes in that plus we could use it as a place for the children to stand while waiting for the bus. Chris Schaufele has volunteered to investigate mailbox situation.

Subdivision Fence

Chuck states this is your responsibility as a lot owner to keep the cattle out. The BLM land is used in part by cattle owners for free range cattle. Talk to the owner of the cattle if you are having problems.

Miscellaneous

Burning on your land. Contact the sheriff dispatcher to make sure that there are no restraints on burning at that time of year and to inform them that you will be keeping it under control. Lyle states you will be fined if you let the fire get out of control.

Martha Ludemann motioned to end this meeting and Latricia Anderson seconded the motion. All agreed.

Cedar Mesa Ranches HOA meeting June 18, 2002
Minutes

Meeting was called to order at 9:30 a.m.

Present

Julie Nadolske

Nancy Schaufele

Chuck Weisel

Old Business:

Mailing list

The mailing list was reviewed and updated by HOA officers

Nancy was to take the responsibility to personally call Lot I, Lot R, Lot 77 and Lot 6 for correct email addresses

Road Work

It was discussed that the current roadwork was now approximately \$4,000 over the approved budget.

Nancy reported that the roadwork was unacceptable and no more work or money should be spent until Daniels fixes the problem areas. Chuck mentioned that he had contracted Daniels for work throughout the summer. The board agreed to wait until fall when decisions could be made for more permanent solutions. Chuck agreed to contact Daniels and let them know of the HOA decisions. The permanent solution will be addressed at the July meeting.

Signs

Chuck said that he currently had 2 emergency road signs, one stop sign and one fire danger sign. It was determined the signs were \$500 over budget. Chuck said that post holes needed to be dug to install the signs. Nancy agreed to find someone to dig the postholes.

Shed

Chuck said that we were waiting for permission from the fire Marshall to install the mailboxes. A shed is to be built and donated by the Wiggins and be installed in August. Mail service can begin in the fall.

Web Site

Chuck said that a mistake had been made when the web professional was approached to possibly design a web site. Although the site had not been approved by the board, the web professional had gone ahead and designed a preliminary site. It was approved that the HOA would pay only \$100 towards the site and which would be completed sometime in the future.

CMR 2002 BUDGET

	<u>Original</u> _{5/1/02}	<u>Spent</u> _{3/6/03}	<u>New</u> _{1/1/03}
ROAD MAINTENANCE	2000	7848.62	8343
ROAD IMPROVEMENT	TBD	16705	16390
EMERGENCY ROAD REPAIR	0	450	450
SHED (MAILBOX & BUS STOP)	1500	0	0
48 MAILBOXS – 3 PEDASTALS	280	280	280
LABOR FOR MAILBOX INSTAL	500	164.63	500
SIGNS\FIRE DANGER SIGN & LABOR	150	1291.47	1528
SNOW REMOVAL 10X500=	5000	3000	5000
INSURANCE	1500	950	1500
WEED CONTROL	1500	1258.37	1500
POSTAGE/COPIES/SUPPLIES/MISC	500	430.03	500
CPA TAX PREP	0	0	150
CHAIN/SIGN/POST/LABOR EMER EXIT	238	0	0
WEB SITE	0	100	100
	<u>13168</u>	<u>32478.12</u>	<u>36241</u>
weed rebate	-500	-500	-500
	<u>12668</u>	<u>31978.12</u>	<u>35741</u>

Income:

CMR Current Balance as of 03/06/2003	\$13844.26
HOA Dues withstanding for 2001	300
HOA Dues withstanding for 2002	0
ROAD Assessment Dues	30450.00
HOA Dues withstanding for 2003	<u>40500.00</u>
Possible Future Balance	
before additional expenses	\$85094.26

Cedar Mesa Ranches HOA meeting July 14th, 2002 Minutes

Meeting was called to order at 3:00 p.m.

Present

Julie Nadolske, Nancy Schaufele, Chuck Wiesel, Steve and Martha Luderman, Bob Hoye, Joan and Bill Taylor, Chris Schaufele

The minutes of May 3rd and June 18th were read and accepted by the board.

Treasurers Report:

Julie reported that she has sent notices to members who had not paid their dues. She reported that there were 15 members who have not paid their dues including two which have not paid their 2001 or 2002 dues. Discussion was made as to how to proceed with those who have not paid. Julie said to wait until the next meeting since it had only been two weeks since the invoice had been sent.

Julie received several calls from members who said they had paid their dues in 2001, which had not been recorded by the CMR. The board agreed on Julie's recommendation that the members must send the copy of a canceled check in order to verify this information.

The current budget has been revised to \$17, 642 to reflect the changes in the road maintenance fee, which has been completed, the signs and the weed control.

Julie reported she had sent in the rebate request for the weed control

It was reported that the CMR currently has \$21,926.18 in the bank.

It was discussed that a lot owner who owned two adjoining lots was requesting to pay dues for only one lot. The board agreed that each lot was assessed individually on a tax basis and needed to be invoiced as individual property. Nancy said she would tell the lot owner of the board's decision.

Articles of Incorporation

Chuck questioned the legality of changing the number of directors within The articles of incorporation itself. It was discussed that the matter had been brought up at the previous meeting at which time the board had agreed to proceed with this process. Nancy has spoken with the Secretary of State to obtain the necessary information on how to change the number of directors via this method. After some disagreement, Nancy said she would ask Pat Sheeran or an attorney for help with this matter.

Road Work

Chuck reported on the status of Daniel's contracting. He said that he had stopped Daniel's for doing work that had not been approved through the HOA. Nancy said that she had spoken with Daniel's and he agreed to finish the work he had completed and would grade the road two more times without cost to the HOA. Nancy requested an itemized invoice from Daniel's listing his services.

There was much discussion on how to proceed with the roads. Chris Schaufele and Steve Luderman brought up the question of how to designate CMR roads as county roads. Chuck reported on his knowledge of what was needed for this to happen.

It was decided to create a Road Committee to investigate all aspects of road improvements within the Cedar Mesa Ranches. This committee will then provide both a report and recommendation to the Board or Directors. The Board of Directors will evaluate the cost of the recommendations and survey the entire membership with several options in how to finance the work needed. Nancy agreed to find members who will both work on, and head this committee.

Signs

Chuck reported that he had placed flags in the places to be dug for the emergency road signs. Nancy said she would tell the contractor where to dig the holes.

A motion was made and accepted to place the fire danger sign fifty feet from the entrance of the development. Bob Hoye donated log poles to hold the sign and Nancy said she would get a contractor to dig the post holes. Nancy said she would ask Susan Bryson to help keep the sign updated since she works for the San Juan Mountain Association and has access to that information.

It was also decided for Julie and Lisa Liljedahl to discuss the placement of new speed limit and danger signs within the CMR development. They will review all possibilities and get back with that information at the next meeting.

Shed/mailboxes

Chuck said that the Wiggins were going to build and donate the shed. It was decided that the mailboxes would be put into the shed, which will be temporarily placed by the current log building at the entrance to CMR. As soon as the sub station is completed the shed can be moved with permission by the fire Marshall to a place near the sub station.

Web Site

Chuck reported the web site has been taken care of with the payment of the \$100.

Weeds

Chuck reported that only one member had questioned the weed removal.

Insurance

Nancy reported she wanted input from the HOA to pursue insurance for HOA directors. Julie mentioned that the new signs might cover any liability resulting from accidents on the road. Nancy agreed to discuss the matter with an attorney to see if insurance was necessary for this HOA.

Other

Julie requested Chuck forward all correspondence to her so she can put any complaints into the complaint file. Chuck agreed to forward correspondence to both Julie and Nancy

Lot 19 problems

Julie asked Chuck was he has pursued the problem with the Bartons. Chuck reported that no official report had been filed with the Sheriffs department since no laws had been broken. It was reported that the Bartons had been evicted. The issue is apparently closed.

Fire

Chuck reported a fire resulting from a lightening strike the week of the 8th. Nancy said there was a concern for the safety of lot owners below the hill on Road 35. There is no escape access in the case of a fire, which would block access from the main road. Nancy has gone to the tax assessors office to investigate the possibility of an emergency easement through Lot S. She found that there is no current easement for CRM members to safely exit on to Highway 160. She received information on the owners of property, which would have to be traveled in order to escape via that route. It was agreed that Nancy contacts the owners to ask for permission to utilize the existing dirt road as an emergency exit. If the owners do not agree to grant permission, the HOA will investigate purchasing the required easement.

The meeting was adjourned at 4:30 PM

Cedar Mesa Ranches Board of Directors Meeting August 13, 2002

Present: *Chuck Weisel, Julie Nadolski, Nancy Schaufele, Steve Luderman, Laura and Rex Wiggins*

The minutes of July 9th were read and approved by the Board

Chuck said that meeting minutes should not be sent out to the membership until the Board approved them. Julie and Nancy agreed.

Treasury Report

Julie reported that a few owners said they had paid their dues but had not received credit. It was agreed that credit would be applied with proof of a canceled check.

There are 12 unpaid dues for 2002

The account now has \$22,826 with all bills accounted for

Nancy reported that the weed rebate would be coming as soon as they received the invoice. Julie gave Nancy the invoice to give to the county.

Signs

Julie reported that she, Susan Bryson and Lisa Litledaul has gone through the neighborhood and conducted an extensive review of signs needed. The Board voted to approve the recommendation of the committee. Chuck agreed to price the signs and to begin getting bids to install all the signs throughout the development.

Mailboxes

Chuck said that he now has 72 boxes and 2 parcel post boxes. He is currently having keys made to the boxes. The current cost of the boxes so far is \$330. The Wiggins discussed how the shed should be built and there was discussion on the placement of the shed. It was agreed that the building of the shed should not exceed \$1,000 – or will not go over the \$1,500 budgeted expense. It was decided that the Wiggins would meet with Chuck at a later date to review the specifications of the shed.

Nancy agreed to contact Colorado Land and Ranches to discuss removal of the log cabin and placement of the shed on that site.

Insurance

Nancy reported our legal consultant agreed errors and omission insurance was a good idea for the Board. The Board agreed to move ahead on the insurance and Nancy said she would have it done by next meeting.

Articles of Incorporation

Nancy reported her meeting with the HOA legal consultant who made the recommendation to notify the entire membership on amending the Board of Directors and sending a letter to enforce the covenants. Nancy passed out a draft letter announcing both items. The Board approved the motion to go ahead with the notification either through direct mailing or to be included in the next newsletter. Chuck said he would take on the project of the August newsletter since no one had agreed to help with the project.

Picnic

The September picnic was discussed with a tentative date of Saturday, September 28th. This will be discussed further.

Road Committee

Nancy reported that the road committee met on August 12. The committee prepared a recommendation to the Board to hire Bud Roach, the former city engineer, to form a comprehensive long term and short term plan for the roads in our community. After the plan is formed, the committee will begin taking bids to complete the work and then investigate ways to fund the project. The Board voted and agreed to accept the Road committee recommendations and to adjust the budget to reflect hiring Bud Roach for the project.

The meeting adjourned at 10:30 a.m.

Cedar Mesa Ranches Board of Directors Meeting September 10th 2002

Present: *Chuck Weisel, Julie Nadolski, Nancy Schaufele, Steve Luderman, Laura and Rex Wiggins*

The minutes of August were read and approved by the Board

Treasury Report

Julie reported a current balance of \$23,011.19, which included the \$500.00 rebate from the weed control. There are 12 delinquent dues still due from 2002. Chuck said that locks and keys for the mailboxes would add up to \$164.63 and that the snow removal adds in the paper would be \$18.00.

It was agreed to pay Daniel's the remaining \$1,700 for the work he has already done on the roads. Chuck said he had researched Daniel's invoices and that they were legitimate.

Signs

The board voted to approve a \$700.00 budget for road sign purchasing and installation based on Chuck's research and estimates. It was decided to purchase:

- | | |
|------------------------------|----------------------|
| 2 - 15 mph speed limit signs | 1 school bus sign |
| 1 - 30 mph sign | 1 slow children sign |
| 2 - steep hill signs | |
| 2 - curve signs | |
| 1 - emergency exit sign | |

Mailboxes

The board agreed to wait on the mailboxes until spring. The Wiggins said that the materials would still be available for a shed. Nancy reported her communication with Amarack and the letter which was sent confirming permission for CMR construction of the shed. There was discussion of forcing Colorado Land and Ranches to remove the log building or donate it to CMR. Nancy said she would pursue that with Bill. It was agreed to wait on the shed until several of these issues were settled.

Insurance

Nancy said that Susan Bryson was investigating the same provider as the San Juan Mountains association. There is difficulty in obtaining insurance since the entire development has not been sold.

Newsletter

Chuck said that he would finish the newsletter and send a draft for Julie and Nancy to approve. It was decided that the date for the Homeowner picnic would be decided based on when the newsletter got out.

Road Work

The board voted for a \$300.00 assessment for all lot owners to finance the roadwork outlined in Bud Roach's report. It was agreed that Nancy, Martha Luderman and Lora Lee Wiggins would prepare a notice for all lot owners, which would explain the reason for the assessment.

The meeting adjourned at 11:00 a.m.

Cedar Mesa Ranches Board of Directors Meeting October 8^h 2002

Present: *Chuck Weisel, Julie Nadolski, Nancy Schaufele, Steve Luderman, Laura and Rex Wiggins*

The minutes of September were read and approved by the Board

Treasury Report

Julie reported a current balance of \$22,093.73. Julie reported only 6 lot owners are delinquent for 2002 and 3 are delinquent for 2001. All have been sent late notices. The only outstanding debt is \$25.00 at the time of this meeting.

Signs

Chuck reported that he and Jerry Anderson were going to rent an auger and install the signs in October. The sign installation would be able to remain within the defined budget even if they had to hire someone to do the installation.

Mailboxes

It was agreed to paint the mailboxes closer to the time they would be installed – most likely this spring. It was decided to send Colorado Land and Ranches a certified letter telling them to move the log structure so CMR could build and install a mailbox shelter. Nancy agreed to compose the letter and have an attorney review it. The letter would also address moving the “land sale” signs on CMR property.

Snow Removal

Chuck reported 6 responses to the snow removal ad in the Cortez paper. He had narrowed it down to Mike Williams, Rocky Mountain Rentals, Cecile Thurman and Daniel's. Discussion took place, and a motion was made and approved that Daniel's should not be considered for this contract until the obligation he had agreed to, and been paid for was completed. Chuck showed the board the contract he had developed for snow removal contractors. It was decided to add a liability clause addressing possible damage to the roads. Chuck agreed to email a copy of the contract to board members before hiring a contractor.

Insurance

Insurance is still in progress. Nancy was waiting for the forms from Susan Bryson to use the same carrier as the San Juan National Forest Association.

Newsletter

The newsletter was approved and Julie said she would get it out this month. Nancy and Laura agreed to help address envelopes.

Road Work

It was agreed to send the road assessment letter to the entire membership as a separate document to the newsletter. Laura, Steve and Nancy agreed to edit the road announcement and send it to the board for approval. It was decided to send the letter as a vote instead of a delegated assessment. Legal consultation recommended a vote although the wording in the by-laws does permit fees and assessments directly as a Board of Directors action. Rex and Steve are beginning to take bids on the roadwork based on the recommendations of Bud Roach. A road meeting was set for October 15th at Rex and Laura Wiggins.

Financial Projection

Steve Ludderman created a financial overview, which addressed the long-term needs of the CMR development. The plan states that after the road assessment fee, it appears that we will not have to increase the membership dues in the near future. It was agreed to include this plan in with the Road fee notice.

The meeting adjourned at 11:00 a.m.

CMR-HOA, BoD Meeting 11/12/02 - Agenda

- **BoD Called to Order**
- **Minutes of BoD Meeting 10/08/02**
- **Treasury Report**
 - E/R (Expense to Revenue) – Current Balance
 - Delinquent Dues Status
 - 2001 Tax Return Status
 - Tax Exempt Status

- **Old Business**
 - Road Status
 - Road Special Assessment
 - Letter/E-Mail to Members with BoD Recommendations
 - Road Work with Priorities - \$ Cost Estimate(s) Attached
 - HOA Insurance
 - Signs - \$28.94 to Chuck, \$67.44 to Jerry Anderson
 - PO Boxes/Bldg
 - CL&R Sales Shack
 - Snow Removal Status
 - Vote to Increase # on BoD

- **New Business**
 - Annual Membership Meeting – March – 1st Thursday – 7:00PM – Place??
 - 2002/2003 Officers/Directors Ballots – January Newsletter & Mailing

- **Budget Review - Additions/Modifications**
25 Pot Luck

- **Adjourn**

*filed 2001 Tax Return
Tax Exempt Status*

*Sat 9AM
HS
FARRINGTONS*

Legal Proceedings

ZHS

BOARD OF DIRECTORS ACCOMPLISHMENTS 2002

The Cedar Mesa Ranches 2002 Board was able to address a number of issues and meet some important goals over the course of this year. We're happy to report a good year with a very new homeowners association. Following are some goals, which were met:

1. Roads

We were able to address the problem road problems through a lot of work.

- we organized a road committee
- hired an engineer to help us design a plan
- took bids for the work to be done
- took a vote of the membership to go ahead with a one time road assessment fee to begin fixing the most immediate problems
- hired Four Corners Materials to begin the work as soon as weather and conditions permit

2. Signs

We purchased and installed road signs throughout the neighborhood addressing speed limits, children, deer, and private roads.

3. Budget

We received 100% of homeowner's fees this year thanks to our secretary Julie Nadolske.

4. Board of Directors

By a vote of the membership we expanded the Board of Directors from three to seven to provide a broader representation of the community.

5. Mailboxes

We were able to get Colorado Land and Ranches to remove their signs and sales house so we can begin construction on our mailbox shed in the spring.

6. Insurance

We obtained Homeowners Association Insurance through Pagosa Insurance.

7. Potluck

We had a fun neighborhood pot luck for the holidays with over twenty people attending.

8. Weeds

We were able to spray for weeds in the development and receive a \$500 rebate from the county.

All of the above were important accomplishments for the year 2002.