

**CEDAR MESA RANCHES HOMEOWNERS
BOARD OF DIRECTORS MEETING
MINUTES**

**MARCH 22, 2013
MANCOS PUBLIC LIBRARY**

Present: Greg Kemp, Paul Ruatti and Diane Cherbak

Absent: Darla Sanders (excused) and Lisa Liljedahl

There were 6 HOA members in attendance.

Call to Order: The meeting was called to order at 7:08 pm.

Approval of Minutes: The minutes of the December 13, 2012 meeting were approved unanimously. These minutes were sent to the membership on February 9, 2013.

- All annual disclosures have been posted on the Association website.

Treasurer's Report: Lisa Liljedahl

- Only 4 members have not yet paid any 2013 dues. Liens have been filed on those 4 properties and the Treasurer was authorized to send foreclosure notices to those whose liens are not resolved in a timely manner. The quarterly financial report was reviewed and approved.

Building Advisory Committee Report

- A response was received from Lot 57 regarding concerns about their dog running loose on subdivision roads. The Board decided to take no further action at this time.
- No response was received from Lot 53 regarding their overhead light which is prohibited by Covenant 14. Therefore, a covenant lien will be filed
- The site plan for one new home was approved.

Property Management Committee Reports:

Fire & Weed-Paul Ruatti

- We are working on the application to be awarded a "Firewise Community" sign for the entrance to the subdivision. This will be a valuable designation to have for the benefit of buyers, sellers, realtors and insurers.
- A motion was approved to require "Fire Exit Only" signs for the east and west fire emergency exit roads.
- We will be working with the County Emergency Services Manager to develop an emergency evacuation plan. This will require filling out a questionnaire. This questionnaire will be voluntary, but anyone who does not fill one out will be considered not to exist in the event of emergencies.

- There is a new service called “Nixle” for notification of emergencies in the area by I-phone. We do not yet know if Montezuma County participates in this program.
- As always, volunteers are needed for a variety of tasks associated with maintaining our subdivision. Members wishing to volunteer for weed-spraying and first response for fires, please contact Paul Ruatti.

Roads-Diane Cherbak

- Several loads of gravel were added to low spots on Road 35 and J.8.
- A discussion was held about the continuing deterioration of the chip seal on the sides of the road at the crest of the hill on Road 35 before the mailboxes, which tends to force vehicles coming from opposite directions into the center of the road. This is a dangerous situation which needs to be corrected.

Activities and Grounds – Greg Kemp

- The post holding the deer warning sign near the subdivision entrance rotted at ground level and fell over. The school bus stop warning sign was leaning significantly. These signs will be reinstalled when weather permits in the spring.
- Bids are being taken to replace the log gate at the subdivision entrance. That work will be done as soon as possible.

New Business

- The Board raised a resolution to authorize our house attorney to amend Policy #5, which was enacted on 7-22-10, to assess a fine of \$50.00 per month on any property that has an outstanding lien on it which has been unresolved for 30 days, until such time as the lien is resolved. There are only 2 properties in this situation at this time.
- Don Murrell volunteered to investigate the threshold standards required for acquiring high-speed internet service via fiber-optic cable for our subdivision. He will report his findings at our next meeting.

Upcoming Meetings:

- The next meeting is scheduled for Wednesday, June 19, 2013 at 7:00 pm at the Mancos Public Library.

Meeting was adjourned at 8:30 pm.

Respectfully submitted:

Greg Kemp, President

**CEDAR MESA RANCHES HOMEOWNERS
BOARD OF DIRECTORS MEETING
MINUTES**

**December 11, 2013
MANCOS PUBLIC LIBRARY**

Present: Greg Kemp, Paul Ruatti, Don Murrell, Diane Cherbak, and Lisa Liljedahl.
There were no HOA members in attendance.

Call to Order: The meeting was called to order at 7:05 pm.

Approval of Minutes: The minutes of the annual meeting on September 14, 2013, which were sent to the members in November, were approved unanimously.

Secretary's Report:

- No secretary's report was given because the Board is still seeking a qualified volunteer for this vacant position.

Treasurer's Report: Lisa Liljedahl

- The current financial report is attached together with the past quarter's expenditures for road maintenance.
- Since there are virtually no monies being carried over from 2013 expenditures to 2014, the treasurer made a motion to increase the 2014 dues with a special assessment of \$25.00 per property. This has been permitted, and done previously, in accordance with Article 3, Section 8 of the original bylaws. It is permitted by Article 5.16(B) of the current bylaws. This motion was approved unanimously by the Board.

Building Advisory Committee Report: Greg Kemp

- All of the issues found during the mandatory annual inspection have been corrected.
- There was one complaint received by the Board regarding road maintenance. No justification could be found for this complaint.
- Letters were sent to the two property owners who continue to have unresolved covenant liens notifying them that as of December 1, 2013, they will be fined \$50.00 per month until their liens are removed. This is in accordance with the revision to Policy #5 adopted by the Board at the annual meeting.

Property Management Committee Reports:

Fire & Weed-Paul Ruatti

- Final property inspection is still needed on four remaining fire mitigation grants.
- The chipper rebate program has ended for this year.
- A rebate of \$186.21 was received from Montezuma County for weed control.

- A concerted effort will be made to complete the requirements to become an official “Firewise Community” subdivision in 2014.

Roads-Lisa Liljedahl

- There have been two snow plowings at \$850.00 each so far this season.
- The protocol for authorizing the roads to be plowed was reviewed.

Activities and Grounds – Greg Kemp

- The picnic following the annual meeting was enjoyed by all who attended. Thank you to Ron Morgan for organizing it.
- The two new upright logs in the entrance gate will be stained with the proper color as soon as weather permits.
- Cheryl Brodhagen donated two solar yard lights for the entrance gate. They will be installed as soon as possible.

Old Business

- Reserve Study: After discussion, the Board feels that the \$40,000 in reserve is a good balance for now given the current amount of dues collected from our members.
- Secretary: The duties of the secretary for the Association are currently being shared by Greg Kemp and Lisa Liljedahl with assistance on the website by Pam Linscott. This is a less than ideal arrangement, but will be continued until a qualified volunteer can be found or circumstances require the hiring of a qualified professional.

New Business

- 2014 Dues: The Board unanimously approved sending out the notice for 2014 dues in the amount of \$475.00. These dues are to be paid in full by Saturday, January 25, 2014 for those choosing to make a single payment. An alternative of two installment payments is also available. The first payment of \$250.00 is due by Saturday, January 25, 2014. The second and final payment of \$225.00 is due by Saturday, April 27, 2014. No other payment options are available.
- The review of Policy #6 (Collections) as recommended by our house attorney to conform to the changes in CCIOA (Colorado Common Interest Owners Association) law was unanimously approved by the Board. These minor changes become effective on January 1, 2014.
- Information on the Community Associations Institute (C.A.I.) was given to each Board member for review. A decision regarding renewal of membership in this organization will be made at the Spring meeting.
- A suggested revision of the proxy form from our house attorney was reviewed. It was still considered too complicated for the membership and was returned for further simplification. It will be discussed again at the Spring meeting.
- A proposed resolution regarding CCIOA suggested by our house attorney was given to each Board member for review. It will be considered for adoption at the Spring meeting.
- The review of contracts, insurance policies, and governing documents has been incorporated in the above discussions.

Member Comments

No member comments were received.

Upcoming Meetings:

- The Spring meeting has been scheduled for 7:00pm, Wednesday, March 19, 2014 at the Mancos Library.

Meeting was adjourned at 8:30 pm.

Respectfully submitted:

Greg Kemp, President

CEDAR MESA RANCHES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
DEC. 11, 2013
MANCOS PUBLIC LIBRARY
MINUTES

PRESENT: GREG KEMP, LISA LILTEDAHL, PAUL RUATTI,
DIANE CHERBAK, DON MURRELL

THERE WERE NO HOA MEMBERS IN ATTENDANCE.

CALL TO ORDER: THE MEETING WAS CALLED TO
ORDER AT 7⁰⁵ PM.

APPROVAL OF MINUTES: THE MINUTES OF THE
ANNUAL MEETING ON 9-14-13, WHICH WERE
SENT TO THE MEMBERS IN NOVEMBER,
WERE APPROVED UNANIMOUSLY.

SECRETARY REPORT: NO SECRETARY'S REPORT
WAS GIVEN BECAUSE THE BOARD IS STILL
SEEKING A QUALIFIED VOLUNTEER FOR THIS
VACANT POSITION.

TREASURER'S REPORT: LISA LILTEDAHL

- THE CURRENT FINANCIAL REPORT IS
ATTACHED TOGETHER WITH THE PAST
QUARTER'S EXPENDITURES FOR ROAD
MAINTENANCE.

- DUE TO THE FACT THAT THERE IS
VIRTUALLY NO CARRYOVER FROM THE
2013 EXPENDITURES TO 2014, THE
TREASURER MADE A MOTION TO INCREASE

(2)

THE 2014 DUES BY \$25⁰⁰ PER PROPERTY. THIS HAS BEEN PERMITTED, AND DONE PREVIOUSLY, IN ACCORDANCE WITH ARTICLE 3, SECTION 8 OF THE ORIGINAL BYLAWS. IT IS PERMITTED BY ARTICLE 5.16(B) OF THE CURRENT BY-LAWS. THIS MOTION WAS APPROVED UNANIMOUSLY BY THE BOARD.

BUILDING ADVISORY COMMITTEE REPORT: GREG KEMP

- ALL OF THE ISSUES FOUND DURING THE MANDATORY ANNUAL INSPECTION HAVE BEEN CORRECTED.
- THERE WAS ONE COMPLAINT RECEIVED BY THE BOARD REGARDING ROAD MAINTENANCE. NO JUSTIFICATION COULD BE FOUND FOR THIS COMPLAINT.
- LETTERS WERE SENT TO THE TWO PROPERTY OWNERS WHO CONTINUE TO HAVE UNRESOLVED COVENANT LIENS NOTIFYING THEM THAT, AS OF DEC. 1, 2013, THEY WILL BE FINED \$50⁰⁰ PER MONTH UNTIL THEIR LIENS ARE REMOVED. THIS IS IN ACCORDANCE WITH THE REVISION TO POLICY #5 ADOPTED BY THE BOARD AT THE ANNUAL MEETING.

PROPERTY MANAGEMENT COMMITTEE REPORTS

FIRE AND WEED: PAUL RUATTI

- FINAL INSPECTION IS STILL NEEDED

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ON 4 REMAINING FIRE MITIGATION GRANTS.

- THE CHIPPER REBATE PROGRAM HAS ENDED FOR THIS YEAR.
- A REBATE OF \$186.21 WAS RECEIVED FOR WEED CONTROL FROM MONTEZUMA COUNTY.
- A CONCERTED EFFORT WILL BE MADE TO ACQUIRE A "FIREWISE COMMUNITY" SIGN FOR OUR SUBDIVISION IN 2014.

ROADS: LISA LILTEDAHL

- THERE HAVE BEEN TWO SNOW-PLOWINGS AT \$850⁰⁰ EACH SO FAR THIS SEASON.
- THE PROTOCOL FOR AUTHORIZING THE ROADS TO BE PLOWED WAS REVIEWED.

ACTIVITIES AND GROUNDS: GREG KEMP

- THE PICNIC FOLLOWING THE ANNUAL MEETING WAS ENJOYED BY ALL WHO ATTENDED. THANK YOU TO RON MORGAN FOR ORGANIZING IT.
- THE TWO NEW UPRIGHT LOGS IN THE ENTRANCE GATE WILL BE STAINED WITH THE PROPER COLOR AS SOON AS WEATHER PERMITS.
- CHERYL BRODHAGEN DONATED TWO SOLAR YARD LIGHTS FOR THE ENTRANCE GATE. THEY WILL BE INSTALLED AS SOON AS POSSIBLE.

OLD BUSINESS

(4)

RESERVE STUDY: DON MURRELL IS NOT YET READY TO RECOMMEND ANY CHANGE TO THE CURRENT ASSOCIATION RESERVE OF \$40,000⁰⁰.

SECRETARY: THE DUTIES OF THE SECRETARY FOR THE ASSOCIATION ARE CURRENTLY BEING SHARED BY GREG KEMP AND LISA LILTEDAHL WITH ASSISTANCE ON THE WEBSITE BY PAM LINSOTT. THIS IS A LESS-THAN-IDEAL ARRANGEMENT, BUT WILL BE CONTINUED UNTIL A QUALIFIED VOLUNTEER CAN BE FOUND OR CIRCUMSTANCES REQUIRE THE HIRING OF A QUALIFIED PROFESSIONAL.

NEW BUSINESS

2014 DUES: THE BOARD UNANIMOUSLY APPROVED SENDING OUT THE NOTICE FOR 2014 DUES IN THE AMOUNT OF \$475⁰⁰. THESE DUES ARE TO BE PAID IN FULL BY SAT, JAN. 25, 2014 FOR THOSE CHOOSING TO MAKE A SINGLE PAYMENT. AN ALTERNATIVE OF TWO INSTALLMENT PAYMENTS IS ALSO AVAILABLE. THE FIRST PAYMENT OF \$250⁰⁰ IS DUE BY SAT., JAN. 25, 2014. THE SECOND, AND FINAL, PAYMENT OF \$225⁰⁰ IS DUE BY SAT., APRIL 27, 2014. NO OTHER PAYMENT OPTIONS ARE AVAILABLE.

- THE REVISION OF POLICY #6 (COLLECTIONS)

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AS RECOMMENDED BY OUR HOUSE ATTORNEY TO CONFORM WITH THE CHANGES IN CCIOA (COLORADO COMMON INTEREST OWNERS ASSOCIATION) LAW WAS UNANIMOUSLY APPROVED BY THE BOARD. THESE MINOR CHANGES BECAME EFFECTIVE ON JAN. 1, 2014.

- INFORMATION ON THE COMMUNITY ASSOCIATIONS INSTITUTE (C.A.I.) WAS GIVEN TO EACH BOARD MEMBER FOR REVIEW. A DECISION REGARDING RENEWAL OF MEMBERSHIP IN THIS ORGANIZATION WILL BE MADE AT THE SPRING MEETING.

- A SUGGESTED REVISION OF THE PROXY FORM FROM OUR HOUSE ATTORNEY WAS REVIEWED. IT WAS CONSIDERED STILL TOO COMPLICATED FOR THE MEMBERSHIP AND WAS RETURNED FOR FURTHER SIMPLIFICATION IT WILL BE DISCUSSED AGAIN AT THE SPRING MEETING.

- A PROPOSED RESOLUTION REGARDING CCIOA SUGGESTED BY OUR HOUSE ATTORNEY WAS GIVEN TO EACH BOARD MEMBER FOR REVIEW. IT WILL BE CONSIDERED FOR ADOPTION AT THE SPRING MEETING.

- THE REVIEW OF CONTRACTS, INSURANCE POLICIES, AND GOVERNING

(6)

DOCUMENTS HAS BEEN INCORPORATED IN THE ABOVE DISCUSSIONS.

NEXT MEETING: THE SPRING MEETING HAS BEEN SCHEDULED FOR 7⁰⁰ PM, WED., MAR. 19, 2014 AT THE MANCOS LIBRARY.

MEMBER COMMENTS: NO MEMBER COMMENTS WERE RECEIVED BECAUSE THERE WERE NO MEMBERS IN ATTENDANCE.

THE MEETING WAS ADJOURNED AT 8³⁰ PM.

RESPECTFULLY SUBMITTED:

Greg Kemp
PRESIDENT