

RANCH MEADOW CONDOMINIUMS ASSOCIATION
Board of Directors Meeting
7:00 p.m., May 25, 2006 – Hix Room, West Star Bank, Estes Park, CO

BOARD MEMBERS PRESENT: Bob Addleman, Chuck Coffey, Marcia Logan, Bob Nagle, Marlan Nelson, Gordon Slack, and Eric Waples.

EXCUSED: Suzy Blackhurst, and Bob Butler.

For Association Management of Estes Valley: Susan Albern and Gene Whannel.

WORK SESSION:

A work session was held from 6:00 to 7:00 p.m. when Susan Albern presented a review of a Reserve Analysis she had prepared for the Association. As a part of the education for condominium owners that was mandated by the Senate Bill 100 passed by the Colorado Legislature in 2005, Ms. Albern will present a review of the program at the annual meeting on Saturday, July 8, 2006.

The Board Treasurer and President presented a proposed budget for the calendar year 2007 and invited input from the board members. The proposed budget was to be presented at the regular meeting of the Board beginning at 7 p.m., May 25, 2006.

During the work session, Steve White, who has the contract for maintaining the irrigation and drip systems this year, reported to the Board that he planned to do weekly checking on the systems, and that by the end of the summer he would have a complete mapping of the systems, as well as having made repairs where needed.

REGULAR MEETING:

The meeting was called to order at 7:02 p.m. by the President, Gordon Slack.

PRESENTATION OF THE MINUTES OF MARCH 30, 2006: The secretary presented the March meeting minutes which had been circulated to all Board members in early April as well as having been posted on the Association website, and asked if there were additions, corrections, etc. Hearing none, the president called for a motion for approval of the minutes as presented; the motion was made by the secretary, seconded by Chuck Coffey, and approved by unanimous vote.

TREASURER'S REPORT: Bob Addleman, treasurer handed out copies of the Balance Sheet and the Income Statement for April. He reported that there was "nothing out of the ordinary" in the financial reports. He told the Board that he would be working with the management company to review investments and determining which could be moved to accounts to achieve higher interest yields now that rates are rising. He indicated that in the next month work would be completed on transferring some of the funds from the operating to the reserve accounts.

Bob Nagle made a motion, seconded by Marlan Nelson that the treasurer's report be accepted as presented, and the motion was approved unanimously.

Requests for reimbursements were presented to the Board as follows: Bob Nagle, \$266.51 for purchase of a hedge trimmer for the landscape volunteer work, irrigation clock batteries and tool rental to cut off metal stakes and posts; Marlan Nelson, \$55.66, for copying of materials for the Welcoming Committee, Minutes of the March 30 meeting, copies of the Governance Standards, Policies, and Rules made for Board members, and trash bags purchased from Ace Hardware for bagging trimmings from shrubs and trees; and Eric Waples, \$152.04 for landscape committee expenses. Marcia Logan made a motion that the expenses be approved as presented, and Bob Nagle seconded the motion that was approved by the Board unanimously.

ADOPTION OF PROPOSED BUDGET FOR 2007: Bob Addleman, treasurer, presented a proposed budget for the calendar year 2007 for the Ranch Meadow Condominiums Association that leaves the monthly assessments at the same level as for 2006, with an estimated income of \$267,000, and a total expense estimate of \$177,546. Bob Addleman made a motion that the Board approve the proposed budget for 2007 for presentation to the owners for adoption at the July 8, 2006, Annual meeting. The motion was seconded by Eric Waples, and approved unanimously by the Board members.

PRESIDENT'S UPDATE: President Gordon Slack expressed thanks to volunteers who have worked several days this month in trimming shrubs and trees and hauling the debris away. Residents who were identified as helping in the work were Chuck Coffey, Marcia Logan, Bill Murphy, Sonja Murphy, Bob Nagle, Linda Nagle, Marlan Nelson, Glenn Rumley, Joann Rumley, and Eric Waples.

He also reported that a map of the Ranch Meadow Community is now on the Association website, and that a copy of the map has been given to the Estes Park Volunteer Fire Department chief who is loading the map onto all of the records for all response vehicles. He will meet with the medical emergency people in Estes Park to provide them with maps. He said he is experimenting with some reflective spray paint to apply the paint to the large brass condo address numbers so the numbers are visible at night.

MANAGER'S REPORT: Susan Albern told the Board that her staff is "learning about Ranch Meadow" and that she feels that "most things are going well." She said that her company has a message board on the internet titled Association Management of Estes Valley Message Board where owners can send messages to her office to report maintenance problems. The website is <http://www.bulletinboards.com>. The message board is set up so that the individual who posts the message will receive updates if they list an email address. (Complete details on this Message Board will be contained in an article in the June Issue of *The Bugler*).

LANDSCAPE REPORT: Eric Waples, chair of the Landscape Committee, reported that a crew of volunteers, headed by Bob and Linda Nagle have spent many hours trimming shrubs and trees, and that they expect to complete the work within the next few weeks. Trimming work is still to be done at 1360, 1442, 1500, 1550, 1555, and 1590. There are also a few more dead trees to be removed throughout the complex. Although some areas look a bit barren with the recent trimming, it is usually because shrubs were significantly overgrown with much dead material underneath, or because they were shaded out by lower branches of trees which were also overgrown. The trimming should allow much healthier regrowth of shrubs and of the upper branches of trees. The group has trimmed deciduous trees to remove lower branches that are within reach of the elk which also should encourage healthier growth of the upper branches.

Eric requests that any owners who wish to do their own trimming or who have special requests regarding trimming contact him or Bob Nagle to express their interests or concerns. The most effective and attractive trimming of shrubs is that which is done by hand, but it needs to be done on a regular basis to avoid the overgrowth. Additional trimming will be done of some shrubs in July to encourage a second growth during the season.

The sprinkler and drip systems are now being handled by one person, Steve White, and we will be engaged in a thorough analysis and repair of the entire system this summer to ensure that all systems are working properly. Once we are sure that the water systems are working properly, we can begin replacing dead shrubs and trees at the front entrance and other areas. Owners are requested to notify the Management Company about sprinkler or drip systems that do not appear to be working properly. Steve White will also be monitoring the systems on a weekly basis. Steve also plans to increase the watering times of the drip systems to ensure that there is enough water for all plantings.

Work will begin soon on replacing approximately 130 dead potentilla and spyrea shrubs at the front entrance. The plan is to replace those shrubs with low-lying junipers which will be green throughout the year.

Waples noted that the plantings in Ranch Meadow have increased significantly over the past eight years. This does raise an issue of water usage (which will become increasingly expensive to the Association) and expanding maintenance costs. Consequently, the primary goals of the Landscape Committee are to maintain properly what we already have and to add additional plantings only in areas which will improve the overall look of the development, with first priority given to areas which were under planted by the developer. In the near future, the Committee will also need to evaluate areas which have been overplanted and make decisions about removing some trees which are planted too close to buildings (and thus present a fire hazard or pose problems for building foundations, siding or gutters) and a few trees where the roots have caused significant damage to roads or walkways.

He also pointed out that some owners have recently planted trees without first obtaining approval from the Landscape Committee and the Board. Those individuals will be sent notices of violations.

Because views are important to all owners, it is especially important that all requests for planting trees be evaluated by the Committee so that placement of trees will not block important views of neighboring units.

Waples also requested that when owners use their own sprinklers for watering, they do the watering in the early morning (before 10 a.m.) and early evening (after 6 p.m.) hours to conserve water and provide the most benefit for the water used.

The Landscape Chair said he would need approximately \$5,000 to remove and replace the dead shrubs that have died over the past few years at the front entrance.

OLD BUSINESS: A short discussion on the painting schedule for this year was presented, and Marlan Nelson made a motion that Association Management for Estes Valley be authorized to issue an order to The Holy Roller of Erie, CO, to paint Duplex units 1370, 1372, 1480, and 1482, and Multiplex

units 1360 (A-D); 1535 (A-I); 1555 (A-I); and 1590 (A-K). The motion was seconded by Bob Nagle and approved by a unanimous vote. Costs for the painting will be \$1,365 per multiplex unit for a total of \$51,870; and \$1,575 per unit for the duplexes, or a total of \$18,900, for a total painting cost this year of \$70,770.

SEAL COATING: Susan Albern of Association Management of Estes Valley told the Board that Connel Resources would be in the community in July to evaluate paved areas and would be able to identify for the Board areas that were in need of seal coating. When that report is received, the Board will seek bids for a contractor to handle the needed work.

MAINTENANCE WORK: The president reported that the broken sign at 1602/1610 has been repaired by Bob Nagle; that work on the upper decks at 1555 Raven Circle has been completed by Bob Obele; and that the posts and stakes around a number of units have been removed by volunteer Bob Nagle.

WELCOMING COMMITTEE: Marcia Logan reported to the Board that the Guidebook for new owners has been completed by the Welcoming Committee. The booklet will be printed and distributed to all new owners when one of the committee members makes a personal call on the new owners. The Guidebook is on the Association website and can be downloaded by owners who have access to the internet. Marcia Logan suggested that owners in the community give her a call when they observe that a new resident (owner or tenant) is moving into a condo so her committee can make a personal visit.

RANCHMEADOW.COM: Bob Nagle reported that the Association website is working well with new materials being added on a regular basis. Most of the basic information about Ranch Meadow Condominiums Association is available on the website.

PARKING REGULATIONS: Nelson led a discussion on the status of parking regulations in Ranch Meadow. The major areas of concern about parking were (1) the number of cars (rules state 1) permitted to be parked on condo driveways overnight; (2) prohibition of overnight parking in the turn-around areas; (3) parking of autos on grassy areas. It was pointed out that all of these regulations have been in effect since passed originally by the Board in 2002, reiterated in 2004, and formalized in 2006. The consensus of the Board that the policy on the number of cars that are permitted to be parked overnight on driveways should be tabled pending a telephone survey to obtain owner attitudes about the policy. This policy will remain on the books, but will be enforced only when complaints are filed with the management company. Further discussion and action on the matter of the number of cars that are permitted to be parked on a unit driveway at the July 6, 2006, regular meeting of the Board of Directors.

The Board consensus, however, was that the two other policies should be enforced by Association Management of Estes Valley.

The Board had received input from some owners requesting that the turnaround areas in the duplex units be designated as areas not subject to the Association Rule that prohibits overnight parking in these areas. The Board pointed out that the turn-around areas at both duplex and multiplex units were established as "General Common Elements" (GCE) under the Declaration that created the Ranch Meadow Condominiums Association. General Common Elements are those parts of the community that are owned in "common" by the 156 owners, and the Declaration is very specific that these areas cannot be changed to "Limited Common Elements" (LCE) unless there is an approval vote by all of the owners. The

Declaration does give the Board powers to adopt rules pertaining to the GCE, but such an action must be non-discriminatory, and thus cannot be taken unless all turn-around areas in the GCE are addressed in the same manner. That means that to make the change in the duplex turn-around areas would necessitate the same type of change for the multiplex turn-arounds. The Board concluded that it was not in the interest of the Association to make such a change.

NEW BUSINESS: A committee, composed of Gordon Slack, Marcia Logan, and Susan Albern, was appointed by the president to complete a study and come up with recommendations on the Maintenance Responsibilities of the Association and of Owners in Ranch Meadow. The committee will have a report for the July 6, 2006, regular Board of Directors meeting.

Doris Wagner, 1361 Raven Circle, requested that the Board approve installation of a gate in her unit's deck, and installation of a motorized awning on her deck. A motion by Eric Waples, seconded by Chuck Coffey, recommended approval of the installations. The motion was passed unanimously.

Chuck Coffey reported that Mary Miller, 1455-C Raven Circle was requesting the Board to evaluate a drainage problem at her unit. Bob Nagle and Eric Waples noted that they had looked at the problem at Ms. Miller's condominium, and that the problem there was basically creating a drainage problem onto the driveway of 1455-B, and that there were several other units with the same type problem, and that the paving contractor who will come to the community in July to evaluate the paved areas would check out these problems as well.

Ms. Miller also requested the Board to approve her adding a heat tape to the roof above the entrance to her unit to avoid excessive ice buildup in the winter. The Board approved the request.

WATER USAGE ADJUSTMENT/OWNER REIMBURSEMENT: Owner responsibility for excessive water usage when a toilet in one unit ran for several weeks was up for discussion, but was tabled until the next board meeting.

CHARTER CABLE BOX CLEANUP: Bob Nagle reported that he had found numerous cable box problems when he was doing shrub trimming, and that he had contacted the new Charter manager who came out and reported that he would have the matter taken care of in the next two months.

SEPARATE WATER METERING: Bob Nagle reported that he had met with the town water department personnel to inquire about the metering of water in Ranch Meadow as a follow-up on a suggestion that individuals might be billed separately for water usage, but he discovered that it was impossible (or excessively costly) for such individual metering to be done. He said the matter was a dead issue.

PREPARATION FOR THE ANNUAL MEETING: Susan Albern will provide a presentation on the Reserve Analysis as a part of owner education at the annual meeting. She said that her office would take care of ballots for election of board members. Four board positions will be up for re-election this year, and owners interested in being on the board should contact one of the board members or the Association Management of Estes Valley.

The official announcement of the Annual Meeting together with applications for proxies for those owners who cannot attend will be printed in the June issue of *The Bugler*.

DATE FOR THE NEXT BOARD MEETING: The next Board of Directors meeting will be at 7 p.m. on Thursday, July 6, 2006.

ADJOURNMENT: There being no further business to come before the Board, a motion was made by Chuck Coffey, seconded by Bob Addleman, and the meeting ended at 9:10 p.m.

Respectfully submitted by MARLAN NELSON, Secretary.