

RANCH MEADOW CONDOMINIUMS ASSOCIATION
Board of Directors' Meeting
6:30 Work Session; 7:00 Meeting
May 15, 2008
Hix Room, US Bank
Estes Park, Colorado

Board Members Present: Suzy Blackhurst, Chuck Coffey, Marcia Logan, Mary Lou O'Neil, Marlan Nelson, Gordon Slack, Eric Waples

Excused: Sonja Murphy

Association Management: Susan Albern, Gene Whannel

Owners: Five homeowners present

WORK SESSION: The work session preceding the regular meeting was called to order by President, Marlan Nelson, at 6:35 p.m.

***Treasurer**, Gordon Slack briefly reviewed the budget presentation he is preparing for the annual meeting that will include rationale for merging the multiplex and duplex accounts.

***Landscape Chair**, Eric Waples, reported on a conversation he had with Steve White (irrigation) that Estes Park is going to start enforcing the ordinance requiring installation of back flow valves which would be an additional expense to the Association.

***Architectural Review Committee (ARC) Chair**, Chuck Coffey discussed a **proposal to change** our Declarations regarding **insurance deductibles** to "plaster out". There was some discussion about contacting the attorney, Dick Gast, for an opinion/estimate on the cost to change the Declarations. Susan Albern mentioned that we had two options available to address the issue. One was drafting a minor amendment dealing with deductibles that could be voted on at the annual meeting or two, prepare changes to the Declarations that would require 2/3 of homeowners and lien holders to approve. It was agreed that Susan would prepare a draft of the amendment for action to be taken at the annual meeting and e-mail it to the Board for review prior to the annual meeting.

*Chuck Coffey also reviewed the **proposed clarifying amendment to the deck maintenance policies**

***Annual Meeting / RMCA Potluck Picnic**, Marcia Logan will discuss in regular meeting.

*President Nelson reviewed the proposed **amendment** to the policy on enforcement of Governance Standards, Policies, and Rules regarding **finest levied on persistent violators**. He also reviewed the impact on Ranch Meadow of **HB-08-1270** legislation concerning the **removal of restrictions on the use of energy efficiency measures in connection with real property** that was passed by Governor Ritter on April 24, 2008.

BOARD MEETING: President Nelson called the meeting to order at 7:02 p.m. A quorum was in place with one excused absence and one vacancy.

Approval of Agenda: Gordon Slack moved to advance the budget discussion under New Business and include with the Treasurer's Report. Suzy Blackhurst seconded the motion. The motion carried.

Open Forum: Katrina Conland submitted a request to install a retractable clothesline on her deck. She provided information on her choices and accepted responsibility for any damage that might occur and the maintenance that might be required. Suzy Blackhurst requested some time

guidelines be established. The Architectural Review Committee (ARC) will develop guidelines regarding usage of the retractable clotheslines and provide Katrina with a decision.

Dennis Lee – 1550 C conveyed his thanks to the ARC for the prompt response to his request to have air conditioning installed.

Susan Harris had some questions regarding the installation of solar panels. President Nelson responded that he didn't think the roofs were constructed to handle the weight and that further research needed to be done to determine if that is a viable option for Ranch Meadow.

Presentation of Minutes of February 7, 2008 Board Meeting: Marcia Logan, Secretary. The minutes were modified to reflect the correct name of the fire station (Dannels from Daniels). Marcia Logan moved to accept the minutes as corrected; seconded by Chuck Coffey. Motion passed.

REPORTS:

Treasurer's Report – Gordon Slack, Treasurer: Ranch Meadow had a tax liability of approximately \$2900. This had not been a line item in previous budgets but was added to the proposed 2009 budget. He noted that less money was spent on snow removal this year. Gene Whannel will contact Mike Adkins regarding some contested invoices for snow removal. A motion was made by Gordon to reduce the balance in the Advantage Savings Account by \$20K, reduce the Mile Hi CD amount that matured on 5/7/08 by \$10K, reduce the Western States Bank CD amount that matured on 5/14/08 by \$10K and deposit the resulting \$40K into the Money Market Account at First National. The remaining balances on the two CDs (approximately \$80+K) will be deposited by Susan Albern into another one-year CD at the best interest rate available. Suzy Blackhurst seconded the motion. Motion passed.

Treasurer Slack then reviewed the proposed annual meeting presentation that provided rationale for merging the multiplex and duplex accounts resulting in the same monthly assessment amount for both and he solicited feedback from the board members as well as the home owners present at this meeting. A motion was made by Gordon Slack that the Treasurer will present to those attending the annual meeting a plan to merge the multiplex and duplex accounts (including the reserve accounts). Suzy Blackhurst seconded. A discussion followed that emphasized that Ranch Meadow is one community. Home owner, Dennis Lee, spoke to the benefit of having adequate reserves rather than be subjected to assessments. He wanted the home owners attending the annual meeting to have a chance to express their opinions on the plan with the board charged with making the final decision. Suzy Blackhurst called the question. The motion passed.

Treasurer Slack then presented the proposed 2009 budget and explained the individual line items. He proposed a monthly assessment amount for 2009 of \$155 per month, beginning with January 2009. This is a \$15 per month reduction for the duplex owners and a \$10 per month increase for the multiplex owners. Chuck Coffee moved that the 2009 monthly assessment be set at \$155 for all owners. Gordon Slacked seconded. Motion passed.

Chuck Coffey reported that there were still 3 or 4 items from the Financial Review that needed to be signed off on. Sue Coffey will stop by Susan Albern's office to finalize. There were some insurance certificates missing or out-of-date. When available, Susan Albern is to send copies to the Secretary to include in the minutes.

COMMITTEE REPORTS:

Architectural Review: Chuck Coffey reported that there were three recent requests – installation of air conditioning, replacement of deck surface with maintenance free decking, and a request for installation of an exterior shade. All requests were approved.

Landscape Committee: Eric Waples reported that Steve White will start checking the irrigation systems at the end of May. There may be watering restrictions imposed this summer and that the association might have to replace/install backflow valves to comply with a city regulation. A schedule needs to be created for mowing this summer. The past arrangement has been to mow approximately every three weeks with the first of five mowings scheduled for June 5. Eric also reported that he is following the issue with pine bark beetles. Ranch Meadow doesn't have big enough trees to become overly concerned, but he will arrange for someone to come out and inspect our trees. The city has new regulations in place that requires trees to be removed if any evidence of beetle infestation is found. The city recently purchased a new curtain burner for tree disposal. President Nelson reported that he had received a phone call from 1550 O requesting approval to personally purchase composted soil and seed to apply to a bare bank area near his unit. Eric requested that the seed contain no invasive species and that whatever is planted is draught tolerant and does not require irrigation. Approval was given for President Nelson to call the homeowner back with the approval.

Ranch Meadow Website: A replacement web master is still needed. Rebecca Conley is continuing to help out from Salt Lake City.

Welcome Committee: Marcia Logan reported that she is rethinking the Welcome booklet in light of all the information available on the website and the on-going issue of keeping hard copies updated. Also, there is difficulty in finding out about new owners. Susan Albern offered to forward information to the committee when she or Gene Whannel receives deed information on new owners.

President's Update: Marlan Nelson expressed his appreciation for the work all the committees have done and continue to do. He also revealed that he will be moving to Longmont sometime this summer. He is planning to contact all the home owners that provided him their e-mail addresses to get permission to forward the addresses to the Secretary to be able to continue notifications and information sharing via electronic means..

Manager's Report: Gene Whannel reported that he had received ten leases for the Lease File. There are also some roof repairs that need to be done. He reported that Sean has left Atlas Roofing and has gone into business for himself. He has the required insurance certificates and it is decided to continue working with him to do roof work. Gene will get the required W9 from Sean. Gene also reported that there is some discrepancy with Mike Adkins on snow removal invoices that needs to get resolved. Some realtors were asked to adjust their signs. Gene has a spreadsheet on parking violations if anyone would like to review it. Nothing else was outstanding. Susan Albern expressed her appreciation for the attention that has been given to the Bulletin Board items. Marlan Nelson is looking at units in need of touch-up painting in preparation for the summer painting schedule. Only 11 owners responded to the request included in *The Bugler*. It was decided to use Holy Rollers this summer rather than Dependable that was used last year. Marlan Nelson mentioned that fascia boards at 1550 F need to be refastened or repaired.

OLD BUSINESS:

No old business was discussed.

NEW BUSINESS

Presentation of Proposed Deck Floor Maintenance Clarification (R3.2006): Chuck Coffey reviewed the main points of the amendment (copy provided to Board members). Suzy Blackhurst moved that the amendment be accepted as presented. Eric Waples seconded. Motion passed.

Presentation of Proposed Amendment to Policy on Enforcement of Rules, Regulations to Cover 'Repeat Violators': President Nelson presented the main points of the amendment which changes/clarifies the fine policy for repeat violators. Gordon Slack made a motion that the amendment be accepted as presented. Chuck Coffey seconded. Motion passed. Gordon Slack did suggest that a courtesy note be sent stating that there is a modification to the policy on fines that is effective immediately.

Annual Meeting: President Nelson reminded everyone that the annual meeting will be at 7:00 p.m. on July 5, 2008 at the Estes Park Museum. The budget will be presented along with the presentation to merge the accounts. There are four members of the Board with expiring terms (Marlan Nelson, Gordon Slack, Suzy Blackhurst, and Sonja Murphy) and one vacancy (Rebecca Conley) to be filled. Gordon Slack has agreed to run again. Suzy Blackhurst is undecided. Marlan Nelson will be leaving and Sonja Murphy has declined. There is a need for additional candidates to submit their names for the ballot. Susan Albern suggested putting a slate together to help with the transition created with Marlan moving to Longmont.

Neighborhood Picnic: Plans for the picnic are in place. A \$156 contribution to the costs of the picnic will be made by Susan Albern and Gene Whannel of our management company.

Closed Session: Gordon Slack moved and Chuck Coffey seconded that the Board go into a closed session to discuss monthly assessment issues. Motion passed. A motion was made by Gordon Slack and seconded by Chuck Coffey to go out of the closed executive session. The motion passed.

Adjournment: Gordon Slack moved and Marcia Logan seconded a motion for adjournment at 9:00 p.m. Motion passed.

Respectfully submitted:
Marcia Logan, Secretary