

Pawnee Hills HOA
Board of Directors Meeting
October 12, 2017

Quorum of board members has been met. Board members in attendance; Cynthia Cregger, Mark Chisholm, Don Larsen, Barb St. Clair. Meeting called to order at 6:05 pm.

Announcements: None

Approval of Minutes: Cynthia asks if the recordings of the minutes can be saved to a jump drive and archived. Andrea states that the rules and regulations state that the minutes can be recorded for preparation of the minutes only. Archiving of minutes recordings is not addressed in the rules. No minutes approved at this meeting. Andrea to transfer the minutes to a flash drive and distribute to the current board members for approval.

Approval of Agenda: Motion made to approve the agenda seconded and approved.

Open Forum: Jeff Minion asks about the rumors circulating that the board is looking for arena work. Cynthia states that the board is doing its due diligence in getting bids so if homeowners were to inquire the board can prove they have researched and obtained alternate bids on pricing for arena maintenance. Jeff states that he has been doing the arena maintenance for 20 years and has not increased his price. There has been extra work required due the arena damage and repairs. Cynthia asks that the board be notified of any damage to any of the facilities prior to arranging for any repairs since the board must approve any dollars spent. Jeff also inquires about the riding trails and if the board plans to improve the trails. Previously this has been discussed and determined that the riding trails are utility easements and not property owned by the HOA. The board is considering what options are available to maintain/improve the riding trails. Jeff Minion also asks since the HOA has greater than \$127,000 dollars that maybe some could be refunded back to the homeowners. Cynthia states that the HOA reserve fund is actually underfunded and that it is recommended the reserves be funded to a 100% replacement value so if something were to happen there would be no special assessments necessary. We are currently funding the reserves near the minimum required by law. Robin Pickering remarks about the weed control at the mailbox island and that it was not well controlled this past summer. Cynthia states that Lawn Doctor will come out and reapply if requested and we should speak with them about a preemergent this spring.

Reports

Facility Coordinator: Jim Garnhart-Getting the club house/pool area winterized. Pool has been shut down for the season, furniture and hoses stored. Will need to mow one more time. Received 2 bids for the removal of the Juniper bush at the mailbox island. One bid will remove it stumps and all for \$1,100.00. The other bid was for removal of the bush only but does not include hauling it away for \$475.00. Approximately 500 feet of seed mat with pasture grass has been put down surrounding the arena. Plan to repair the front step of the clubhouse, paint the door frame, and repair the shed doors this next month. There is a hazard with ice/snow falling off the roof over the front steps which can cause ice to form on the steps and falling snow and ice can be a hazard as well. Jim inquires if it is ok for a homeowner to borrow tables and chairs from the clubhouse. The board is ok with this but does state that a deposit needs to be collected each time.

Jim has gotten the contract from Aspen Reserve Specialties regarding the reserve study. The board opts for a Limited Level 2, 7 week turn around reserve study for \$1,610. Motion seconded and approved.

Treasurer: Sandy Perry-Bank Balances, -Petty Cash-\$350.00, Debit Card-\$2,227.09, Checking-\$41,144.45, Savings-\$27,295.25, Total Operating-\$71,016.79, Reserve Fund-\$68,830.53, Total Funds-\$139,847.32. The bills have been read and motion made to approve the bills seconded and approved.

ACC Committee: Jim Garnhart-1628 Belgian Trail-lean to on house and barn, approved. 1595 Kiowa Trail-paint exterior of house, approved.

Activities: Robin Pickering-Fall Festival on Saturday October 14, 2017 6 pm. Trash pickup scheduled for October 28, 2017 8-11 am or until the truck is full. Payment will need to be made that day. Jim will pay with the debit card.

Covenants: Paulette Cresawn-Met with attorney on October 11, 2017 and submitted the documents for review of legal correctness and rewrite. The committee should have a draft back from the attorney by mid-November. The committee will get the draft to the community for review and hopes to present at the January homeowners meeting. The attorney has advised that a vote can be done by mail in ballot. The committee plans to hold open forums possibly in November and December for questions and input from the community. There may be an attorney representative present at one of the forums and or the January homeowner meeting for questions. Cynthia reminds the committee that the board needs to approve any legal expenses in advance.

Equestrian: Rachel Larsen-Would like to revisit the tree trimming bid she received for \$900.00 which includes trimming 20 of the trees at the barn and removing all the brush. Unknown if this individual has liability insurance. Rachel to verify this.

Rachel has looked into the cost of getting the barn stained. Jim states he can power wash the barn and we could probably get a work party to stain the barn. Plan for spring for this project weather permitting. The board will need an estimate of the cost of supplies for this project. Rachel recommends we get an address sign from the Elizabeth Fire Department. Motion made to get such signage for both common properties seconded and approved. Jim to request these from the fire department.

The arena sustained some damage from horses being turned loose in the arena. Two large holes were dug by the horse which went down into the base. Signs have been placed to ask horse owners to use the round pen as an alternate place to keep horses.

Cynthia wants to make sure we are making proper repairs when this happens to minimize danger to horses and riders.

Rachel requests that the arena be groomed at least 2-3 times per week. She has gotten feedback from others that the arena is often in need of grooming. Don Larsen suggests we find out peak usage times and scheduling grooming according to that.

Newsletter: Andrea Garnhart-Please get submissions to Andrea by the 25th of the month. Andrea asks if one board member could be assigned to review the newsletter. The board requests that it be submitted to the entire board and they will do a better job of responding in a timely manner.

Website: Sandy Perry-Everything up to date except meeting minutes.

Welcoming: Robin Pickering-Robin continues to welcome new neighbors-let Robin know if you have new neighbors.

Old Business: The board currently does not have a clear write-off procedure. One property, Homeowner A, interest is accruing monthly and does have some funds/dues still owing the fees and fines should be waived according to the attorney. The board would like to consult with CMA and decide what needs to be collected and what can be waived to make this manageable for the homeowner. This will be revisited at the next board meeting with a plan to establish an official write off procedure. Homeowner B, this property was a foreclosure, has been sold and there will be no recovery of those funds. Motion made to write off monies due by homeowner B seconded and approved.

Current delinquency actions-We follow the policy and procedures. The board currently sends three letters. The board plans to in the future to draft a new delinquency letter.

Attorney of record-none on retainer. Hindman Sanchez manages any new business. Cheryl Mulvihill continues to manage 3 cases and will do so until they are resolved.

Document review-Covenant committee

Covenant enforcement plan and form letters. The attorney recommends the use of form letters for consistency. Barb St. Clair has volunteered to prepare the form letters for submission to the attorney for review and approval.

New Business: Budget for 2018. The board of directors has set and approved the budget for 2018.

Letter from Robert Rowland regarding hunting on private property in Pawnee Hills. A response has been drafted that will be sent to Mr. Rowland. Motion made to approve a letter be sent to Robert Rowland seconded and approved.

Barb St. Clair proposes the Pawnee Hills HOA board have Pawnee Hills specific email accounts that will be retained by the HOA. The board is to research this more regarding implementation and cost and will be discussed at a future board meeting.

Motion made to adjourn meeting seconded and approved. Meeting adjourned at 8:12 pm.

Respectfully Submitted
Andrea Garnhart
Secretary