
RECORD OF PROCEEDINGS

Minutes of the Meeting Of the Board of Directors of Cotton Ranch Homeowners' Association

November 1, 2017

A Meeting of the Board of Directors of Cotton Ranch Homeowners' Association, Eagle County, Colorado, was held November 1, 2017 at 6:00 p.m., at the Gypsum Creek Grill, Gypsum, Eagle County, Colorado, in accordance with the bylaws of the Association and applicable statutes of the State of Colorado.

Attendance

The following Directors were present and acting:

- Steve Forster
- Chris Meister
- Jennifer Kirkland
- Mike Brown
- Mike Coggins
- Ruth Powers

The following Director was absent and excused:

- Tom Pohl

Also in attendance were:

- Eric Weaver, Marchetti & Weaver, LLC
- Cheri Curtis, Marchetti & Weaver, LLC

Call to Order

The Meeting of the Board of Directors of Cotton Ranch Homeowners' Association was called to order by Director Brown at 6:00 p.m. noting a quorum was present.

Changes to Agenda

No changes.

Public Input

No public comments.

Minutes

The Board reviewed the minutes from the August 28, 2017 meeting with comments on actions. Upon review and by motion duly made and seconded it was unanimously

RESOLVED to approve the August 28, 2017 meeting minutes, as presented.

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Landscaping Concept

The plans for the proposed island landscaping on Cotton Ranch Road at the base of Sky Legend will be presented at the Annual meeting. The plan video was shown at the prior meeting. The Board is waiting on the cost estimate for the project. Ms. Curtis will also obtain the video that was previously presented.

2017 Landscaping

There were no complaints with the landscaping this year. The Golf Course only bills the Association once a year so the cost is not included in the current financials.

2018 Calendar

The 2018 calendar was presented. The Board discussed whether to continue hosting the annual pool party. If continued, the Board would like to hold the party earlier in the day. The pool party and Breakfast with Santa will be put on the annual meeting agenda to obtain community input on whether to continue hosting these events.

Design Review Guidelines

The Board received one comment on the amendment to the the guidelines which was related to fences. The Board reviewed the letter and appreciated the comment, however, as a family community, the Board feels the Design Guidelines are appropriate. The Amended Design Guidelines were previously adopted at the August meeting and will be posted as approved on the website.

Dog Stations

The person maintaining the dog stations has tendered their resignation as of December 31, 2017. The Board discussed options. It was agreed to send a message to community looking for possible candidates. The position could possibly be added to the Covenant Enforcement responsibilities.

Covenant Enforcement

Laura Hughes has resigned as the Covenant Enforcement Officer. One member from the Community has expressed interest in the position. Director Brown suggested advertising the position within the community and include dog station maintenance to the position. Marchetti & Weaver was directed to draft the scope of work for the position and a sub-committee will award the position. The position will be posted in November, with interviews in December. The new Covenant Enforcement Officer will be hired by January 1, 2018.

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ADU's The Board reviewed the legal opinion regarding the Associations position to not allow Auxiliary Dwelling Units in Cotton Ranch. A notice stating the Board's position on ADU's will be drafted for review by the Board and then posted on the website and included in the Annual Meeting Packet.

**Proposal for
Collection
Services**

Orten, Cavanaugh, and Holmes was asked to provide a collections proposal that was included in the Board packets. After discussion, by motion duly made and seconded it was unanimously

RESOLVED to approve engaging the firm of Orten, Cavanaugh and Holmes to prepare demand letters for past due accounts.

Mr. Weaver was authorized to execute the engagement letter on behalf of the Association.

CRMD Update

Director Meister reported there were fewer breaks in the system during 2017. The raw water irrigation system has been shut down for the season.

**Financial
Statements**

The September 30, 2017 financials were included in the packet. Mr. Weaver reviewed the 2017 financials and the 2018 proposed budget, noting that the budget would be adopted by the Board in early 2018 and that costs for the Sky Legend entrance median would need to be obtained and added to the budget.

**Accounts
Payable**

The Board reviewed the accounts payable list. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the accounts payable list as presented.

**Accounts
Receivable**

The Board reviewed the accounts receivable list, noting large balances previously discussed for collection.

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Executive Session There was no need for an executive session.

Other Business Director Kirkland requested feedback on the Habitat housing proposed on the south side of Cotton Ranch. It was agreed all comments by community members need to be addressed by the Town of Gypsum.

Adjournment Upon motion duly made and seconded, it was unanimously

RESOLVED to adjourn the meeting of the Cotton Ranch Homeowners' Association Board of Directors this 1st day of November 2017.

Respectfully submitted,

Cheri Curtis

Cheri Curtis
Secretary for the meeting