

---

# RECORD OF PROCEEDINGS

---

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

**August 6, 2014**

A Meeting of the Board of Directors of Cotton Ranch Homeowners' Association, Eagle County, Colorado, was held August 6, 2014 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:

- Pat Gates
- Tom Pohl
- Ruth Powers
- Mike Brown

The following Directors were absent and excused:

- Larry Brooks
- Larry Britt

Also in attendance was:

- John Lowry, Homeowner
- Charles & Gail Nash, Homeowners
- Matt Jones, Marchetti & Weaver, LLC

### **Call to Order**

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

### **Public Input**

Charles and Gail Nash joined the meeting to discuss a few questions they had with the Association and Sub-Associations in Cotton Ranch. The Board briefly reviewed the sub association that owns the property around the Village at Cotton Ranch duplexes and the history of that Association. The Owners and the Board also briefly discussed the 11 acre parcel across the street from their home and the status of this development.

It was reported that the Flower pots that were installed on the Cotton Ranch drive bridge looked good all summer and everyone wanted to give a special thanks to Kelly Gates for watering the flowers daily during the summer.

---

# RECORD OF PROCEEDINGS

---

---

## COTTON RANCH HOMEOWNERS' ASSOCIATION August 6, 2014 Board Meeting Minutes

---

### **2014 Calendar**

The Board briefly reviewed the meeting calendar for 2014. The next board meeting is scheduled for November 12<sup>th</sup> and that meeting the Board will look to approve the prelim calendar for 2015.

### **Minutes**

The Board reviewed the meeting minutes presented in the board packet. After discussion and by motion duly made and seconded it was unanimously

**RESOLVED** to approve the May 7, 2014 minutes as presented.

### **Sidewalk Snowplowing**

Mr. Jones briefly reviewed the snowplowing contractor from the past winter and asked for input from the Board on whether they would like to put out the snowplowing contract to bid for the 2014-2015 winter season. It was reported that the majority of the Board was happy with the snowplower last winter and felt he did an adequate job considering how much snow Gypsum received. The Board reported they would be fine with contracting with the same snowplow contractor for this winter if he will hold his contract price the same. Mr. Jones will follow up with Brush Creek Landscaping and get a proposal for per plow and a monthly contract and present it at the November meeting.

### **Social Events**

The Board briefly reviewed the Cotton Ranch BBQ that was held August 3<sup>rd</sup> at the Cotton Ranch Pool. The Board felt there could have possibly been better attendance but overall everyone felt the event went well.

The next event is the Breakfast with Santa event. Mr. Jones reported that he could assist coordinating the event the same as last year unless another Board member would like to take the lead on the event. The Board briefly discussed the date and time of the event. After discussion the Board would like Mr. Jones to coordinate the event and check with Creekside Grill and Santa to see what days would work best. Once Mr. Jones is able to coordinate dates he will send an email out to the Board confirming

---

# RECORD OF PROCEEDINGS

---

---

## COTTON RANCH HOMEOWNERS' ASSOCIATION August 6, 2014 Board Meeting Minutes

---

the date and then move forward with promoting the event to all of the Cotton Ranch property owners.

The Board is looking at holding more events in the future similar to the BBQ Pool party event in order to get owners more familiar and involved with the Association. The Board will review the social event expense budget when we discuss the approval of the 2015 budget.

### **Compliance**

The Board briefly reviewed the compliance issues throughout the community and discussed the compliance officer. The same issues have been brought up that were brought up at the annual meeting. The Officer is mainly dealing with left out trash cans, recreation vehicles in driveways, unapproved trampolines and fences. After review the Board would like to see if the compliance officer is available to attend the November meeting to review her efforts in rectifying compliance issues.

At the May meeting the Board asked Ruth Powers to coordinate with the owners who were interested in forming a compliance committee to review the recreational vehicle rules and section 9 in the Design Guidelines. The Committee reviewed the RV rules and would like to have the guidelines interpreted to meaning;  
*The Association will allow 3 days to load and unload Recreation Vehicles before and after trips.*

Mr. Jones will follow up with the Compliance officer and will review how this is working out at the November meeting.

### **Legal**

Mr. Jones reported that he had received and a new engagement letter for the Association's Attorney Jim Wear who has been the Association attorney since 2008. Mr. Wear has moved firms to Wear, Travers, Perkins LLC and has to have a new engagement letter approved. It was reported that the cost per hour has increased from \$337.50 to \$345 but most of the remainder of the letter had remained the same from the original letter signed in 2008.

After discussion and by motion duly made and seconded it was unanimously

---

# RECORD OF PROCEEDINGS

---

---

## COTTON RANCH HOMEOWNERS' ASSOCIATION August 6, 2014 Board Meeting Minutes

---

**RESOLVED** to approve Engagement Letter of Wear, Travers, Perkins LLC as presented.

### **Design Review Committee**

The Board reviewed the 11 acre parcel that is currently in preliminary development stage with the Town. The Board reviewed the tentative project and how it was approved historically. The Board had questions on the total lot numbers and lot spacing and how the developer would be able to squeeze in that many lots on the parcel.

Mr. Jones reported that he had spoken with Leah, the Design Review Administrator who had mentioned that the Developer will most likely ask for a few variations to the approved plan. The board briefly discussed. After discussion the Board determined they would like to make the call on any and all variations that are requested from the Developer. Mr. Jones will relay this information to the design review committee so that everything comes through the Association Board for final approval.

It was reported that Pauls Corp has sold all there remaining lots on South Legend and are in prelim discussions with the Town on the next phase of infrastructure in Sky Legend.

Currently there are approximately 10 private homes coming through the Committee. It was reported that the Committee is meeting about every 2 weeks to review either current homes under construction or for review of minor applications for exterior changes.

### **Financial Statements**

Mr. Jones presented the June 30, 2014 financials. Mr. Jones reviewed the balance sheet and reported that we have had a significant increase in landscape deposits due to all the home construction. The board reviewed the revenue and expense lines in detail. Mr. Jones reported that the forecast has been updated with all known variances to the original budget. The Board had no questions. Upon motion duly made and seconded, it was unanimously

---

# RECORD OF PROCEEDINGS

---

---

## COTTON RANCH HOMEOWNERS' ASSOCIATION August 6, 2014 Board Meeting Minutes

---

**RESOLVED** to approve June 30, 2014 financials.

**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 briefly reviewed the accounts receivable list with nothing more to report.

**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 6<sup>th</sup> day of August, 2014.

Respectfully submitted,



Matt Jones  
Secretary for the meeting