
RECORD OF PROCEEDINGS

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

August 3, 2016

A Meeting of the Board of Directors of Cotton Ranch Homeowners' Association, Eagle County, Colorado, was held August 3, 2016 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:

- Tom Pohl
- Steve Forster
- Ruth Powers
- Mike Coggins
- Chris Meister

The following Directors were absent and excused:

- Jennifer Kirkland
- Mike Brown

Also in attendance was:

- 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.

Changes to Agenda

There were no changes to the Agenda.

Public Input

No public present.

Design Review

Mr. Jones reported that the design review committee has been busy this summer with the new Cotton Ranch Villa townhomes on Black Bear Drive and several other single family homes throughout Cotton Ranch. It was reported that RGE group, who purchased the remaining Pauls Corp lots in Sky Legend, are planning on starting construction on 3 lots already approved by the town any day and is looking to start the infrastructure for the next phase on Legend drive in the fall of 2016 depending on the demand on the first 3 homes.

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Mr. Jones reported that the Design Review Committee (DRC) has allowed several variances lately from the guidelines and felt that these should be updated to reflect what have been currently allowed.

The 3 items discussed were driveway width, garage door material, and additional fees for subsequent reviews.

The Board discussed in depth the driveway width and why this was set historically. It was reported that the width of the driveway correlates with the direction of the garage. Currently 12' is the maximum allowed width of the driveway but some variances have been allowed.

The Board reviewed the garage door material which is required to be wood per the guidelines but some variances to this have been granted as there are a lot of new products that look like wood but last longer and require less maintenance.

It was reported that some builders require a lot more supervision and assistance throughout the design review process and require several subsequent reviews. Leah has asked that the fee structure possibly be updated to charge builders additional fees if they require more than the normal reviews granted.

The Board also reviewed the current building and landscape deposit. Currently the DRC waits a full year to return the compliance deposit and with a few of the larger home projects some variances have been granted. The DRC has recommended splitting the deposits in to two parts, half for the building and the other half for the landscaping. This would allow return of half of the deposit when the owner has completed the home and the other half after a grow-in season for the landscaping.

Overall the Board felt these variances should be reflected accurately in the design guidelines. The Board requested that the DRC review other associations DRC guidelines and come up with the suggested language changes they would like to have updated. It was also recommended that the review the guidelines as a whole and determine if any other sections should be updated at the same

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time. It was reported that the Board would like for homeowners to hear of the changes at the Annual meeting before making them final. Once the DRC has come up with the suggested changes the Board will look to review the suggested changes at the first meeting of 2017 and then look to review at the annual meeting before publishing notice and make the updates to the guidelines final.

Minutes

Upon review and by motion duly made and seconded it was unanimously

RESOLVED to approve the May 4, 2016 meeting minutes as presented.

Social Events

It was reported that there was a decent turnout at the BBQ pool party in July. The Board felt there should be additional signage next year at Valley Road and in front of the Clubhouse. Also, the Board requested that name tags be made available next year for the event. It was requested to plan for the event a lot sooner next year and have the date set before the annual meeting so it can be noted to owners at that time.

The "Breakfast with Santa" event has been going for the last 8 years and the Board would like to continue the event. Mr. Jones reported he will go ahead and move forward coordinating with Creekside and Santa in order to confirm the December 17th date for 2016.

Operations

The first summer of having the Golf Course maintaining the common areas has been positive. There have been some hiccups with the irrigation along Valley road that was found subsequent to this year's contract but overall the Board was happy with the service.

There were discussions of replacing and adding additional irrigation along Cotton Ranch Drive so that the system is working as efficiently as possible. Director Meister recommended having a landscape architect review Valley Road

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and Cotton Ranch Drive and come up with a plan to replace the irrigation and get these two areas set up with a well thought out irrigation system.

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

RESOLVED to authorize Director Meister review the issues with a landscape architect and authorize up to \$1,000 to come up with a basic irrigation plan and report back at the next board meeting

Snowplowing Contract

It was reported that the sidewalk snowplowing last season was not the most consistent or thorough so a request for proposal will be sent out to look for a new snowplow contractor for the upcoming winter. Mr. Jones will update the RFP and get it sent out and report the bids back at the next meeting.

Compliance

Mr. Jones reported that he has not had many compliances issues lately other than the normal parking and unsightly yards. It was reported that there are a few unapproved "for sale" signs at Timberwolf and Black bear as well as one "Vacation Rental By Owner, VRBO" like sign. Mr. Jones reported he will review the signage and work with the compliance officer to get it removed.

2016 Calendar

The Board reviewed the meeting calendar for 2016, noting the last regular board meeting being held on November 2nd. Mr. Jones will prepare a 2017 calendar for review at the November meeting and look to confirm the first meeting of 2017 and the annual meeting at that time.

Cotton Ranch Metropolitan District

Director Meister provided and update on the activities of the Cotton Ranch Metropolitan District. He reported that the irrigation system has been separated from the Golf Course system and that

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Cotton Ranch is now 100% responsible for repairs and maintenance of the raw water system.

If you notice significantly lower pressure or leaks please contact Mr. Jones and he will facilitate getting it corrected.

Financial Statements

Mr. Jones presented the June 30, 2016 financials. It was reported that the forecast has been updated with all known variances to the original budget. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the June 30, 2016 financials.

Accounts Receivable

The Board briefly reviewed the accounts receivable list. Mr. Jones noted that he will be adding liens to any properties with more than 2 years worth of outstanding dues. He will send certified letters allowing owners 20 days to pay the balance or set up a payment plan and if not he will place a lien on the property.

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.

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 3rd day of August 2016.

Respectfully submitted,



Matt Jones
Secretary for the meeting