
RECORD OF PROCEEDINGS

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

November 7, 2012

A Meeting of the Board of Directors of Cotton Ranch Homeowners' Association, Eagle County, Colorado, was held November 7, 2012 at 6:30 p.m., at the 170 Red Fox, 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:

- Larry Britt
- Mike Brown
- Beric Christiansen
- Robinette Hoppin
- Bruce Penman
- Tom Pohl

The following Director was absent and excused

- Larry Brooks

Also in attendance were:

- Matt Jones, Secretary for the Meeting

Call to Order

The Meeting of the Board of Directors of Cotton Ranch Homeowners' Association was called to order by Director Pohl at 6:35 p.m. noting a quorum was present.

Public Input

Nothing reported.

2012 Calendar

The Board reviewed the proposed calendar for 2013, noting the next regular board meeting being held on February 6 and the annual member meeting on March 14, 2013

Minutes

The Board reviewed the meeting minutes presented in the board packet. After discussion and by motion duly made and seconded it was by a vote of 5 ayes and one abstention (Director Brown)

RESOLVED to approve the August 1, 2012 minutes as presented.

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Board Member Elections

Director Hoppin has mentioned stepping down if her seat is not up at the annual meeting. Mr. Jones will review the Board seat terms and send a follow up email after the meeting to the Board. The Board tabled the discussion until the February meeting.

2012-2013 Landscaping Contract

The Board briefly reviewed the landscaping contract from Brush Creek included in the meeting packet.

The Sky Legend at Cotton Ranch Association Board had asked to be able to bid out the common area on the upper mesa with their current front yard landscaping in order to possibly receive economies of scale and conformity throughout Sky Legend. The Board reviewed the pros and cons of having Gerber Tree and Lawn Care, the Sky Legend front yard landscaper, take over the common area in Sky Legend and having Brush Creek reduce their contract excluding the Sky Legend common area.

After the August Board meeting Mr. Jones requested several different bids from both Brush Creek Landscaping and Gerber Tree and Lawn Care. Mr. Jones gave a summary of the different bids and reported that changing the contract will cost more if Gerber Tree and Lawn Care is to take over the Sky Legend common area. The Board discussed in depth and felt it was in the Homeowners best interest to keep the maintenance of the common areas as they are, due to the added expense and the responsibility if the common areas are not well kept. Mr. Jones will follow up with the Sky Legend Board in regards to the discussion.

Mr. Jones reported he will request a landscaping contract for 2013 including the common area in Sky Legend from Brush Creek Landscape and circulate it to the Board for review and ratification at the February board meeting.

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2013 Dog Station Maintenance Contract

The Board reviewed the dog station maintenance contract provided by Brush Creek Landscaping. The incorrect bid was added to the board pack. Mr. Jones reported that the bid that should have been included in the board pack was the same contract that was provided in prior years which provided once per week dog station maintenance and bag restocking. Mr. Jones will email out the correct Dog Station Maintenance contract that can be reviewed and ratified at the February meeting.

Valley Road Tree Study

At the fall landscaping walk through several participants felt it would be good to have a tree study performed in order to determine the best replacement plan for the trees along Valley Road. During the walkthrough it was determined that most of these trees are too close together and are going to die and end up needing to be replaced. The Board discussed the groups findings and all agreed that a long term plan needs to be determined. The Board would like to discuss this topic at the Annual Meeting and possibly look at approving the tree study in the spring of 2013.

Snowplowing Contract

Mr. Jones reported that he had received two bids from Brush Creek Landscaping for sidewalk snowplowing for the 2012-2013 winter season. The first bid was on a per plow basis at \$255 for each plow anytime there is 3" or more of snow. The second bid was a monthly contract bid of \$400 that would plow anytime there is 3" or more of snow with a maximum of 5 plows per month. The Board briefly reviewed the bids. After discussion and by motion duly made and seconded it was by a vote of 4 ayes and two abstentions (Directors Pohl and Penman)

RESOLVED to approve the fixed fee snowplow contract for \$400 per month.

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Report from Town Liaison

Chairman Pohl reported the following Town of Gypsum updates:

- The Town is in the process of sending out RFPs for the Gypsum Creek Restaurant for the 2013 golf season.
- The Gypsum Creek Golf Pro-shop might move in to the Ranch House before the 2013 golf season as the Town recently purchased it from the prior developer.
- There is an Irrigation Master plan being discussed that will encompass \$1.5 million in irrigation repair work throughout the Cotton Ranch golf course. The Board would like to see the Metropolitan District overlap with the Town with the irrigation work in order to possibly receive savings.

Social Events

Director Hoppin reported that she will be hosting the annual Breakfast with Santa event this year at the Gypsum Creek Clubhouse. The Board briefly discussed the date for the event and everyone was in agreement for holding the event on Saturday, December 1st from 10am – 12pm. Mr. Jones will work with Director Hoppin in order to assist with coordinating the event.

Design Review Committee Update

Director Britt reported that Committee is working well. He reviewed the current DRC Board and reported that two seats on the Board are at their term limits and two new members will need to be appointed. The current DRC Board consists of Larry Britt, Scott Gordon and Lindsey Kraft with Chris Foreman as an alternate. The seats for Gordon and Kraft are at the end of their term and Director Britt has asked the Cotton Ranch Board to pass on anyone interested to Mr. Jones or Leah Mayer.

Compliance Update

Director Britt reviewed recent compliance issues and reported everything is going well but the primary compliance issues continue to be trampolines, satellite dishes and parking. The Board would like to possibly review on street parking with the Town in order to help with continued parking issues throughout Cotton Ranch.

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It was reported that Kenny Thayer submitted a trampoline minor application that was denied and that the trampoline is still in the yard.

Financial Statements

Mr. Jones presented the September 30, 2012 financials noting that accounts receivable has decreased dramatically with the partial collection of multiple past due accounts and that expenses are favorable to budget. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve September 30, 2012 financials

Accounts Receivable

The Board reviewed the accounts receivable list. Chairman Pohl reported that he and Mr. Jones had made settlements with two large debtors which significantly decreased the outstanding accounts receivable balance. The Board briefly discussed the remaining large balances and the current collection agency. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve sending all accounts not in foreclosure or bankruptcy with more than one year outstanding balance to collections.

Chairman Pohl has requested that the Board approve allowing the Chairman or Administrator the authority to settle debts in order to clear up large outstanding balances. Upon motion duly made and seconded, it was unanimously

RESOLVED to allow the Chairman and or Administrator the authority to take settlement payments up to 90% without the approval of a majority of the Board.

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.

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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 7th day of November, 2012.

Respectfully submitted,



Matt Jones
Secretary for the meeting