

COTTON RANCH HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS DRAFT MEETING MINUTES

Wednesday, July 15, 2026

The meeting of the Board of Directors of the Cotton Ranch Homeowners Association was held as a hybrid in-person/Zoom meeting at the Gypsum Public Library, 47 Lundgren Boulevard, Gypsum, Colorado, at 5:00 p.m.

(1) CALL TO ORDER

The meeting was called to order at **5:02 p.m.**

(2) ROLL CALL

BOARD MEMBERS IN ATTENDANCE WERE:

- Allan Barrows – President – 65A Coyote Pl
- Gary Davis – Treasurer – 1519 S Legend Dr
- Fred Farinaci – Director – 51 Lynx Cir
- Joe Webster – Director – 260 Whitetail
- Shady Blethen – Director - 125B Whitetail
- Chris Meister – Director - 291 Black Bear

HOMEOWNERS IN ATTENDANCE INCLUDED:

- Jay Carlson – DRC President- 255 Whitetail
- Tom Harned – 348 Black Bear
- Jim & Melba Stewart – 350 Black Bear
- Marka McLaughlin – 170 Wildhorse
- Laura Milnor & Paris Powell – 35 Open Sky
- Craig & Shannon Moody – 35 Ridgeline
- Trina Richey – 94 Talus
- Allee Janssen – 73 Talus
- Ross & Shelley Raitman – 35 Lynx Cir
- Alex & Madison Scarlett – 46 Black Bear Dr
- Owen Lococo – 52 Black Bear

OTHERS PRESENT:

- Sam Thurston – Property Manager

- Ann Spence – Thurston Property Management
- Jared Theis – HOA Accountant
- Richard Thompson – DRC Consultant

A quorum was present.

(3) PROOF OF NOTICE OF MEETING

Notice of the meeting was provided in accordance with the Association's governing documents.

(4) MEMBERS FORUM

No formal action was taken during the Members Forum.

(5) APPROVAL OF PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the February 11, 2026 Board meeting.

Joe Webster and Fred Farinaci reviewed the minutes but did not vote, as they were not serving on the Board at the time of that meeting.

A motion was made, duly seconded, and approved by the eligible Board members to approve the February 11, 2026 Board meeting minutes.

(6) METRO DISTRICT UPDATE

Christopher Meister provided an update regarding irrigation operations and water usage throughout Cotton Ranch and Sky Legend.

The Metro District reported:

- Water usage was reduced by **50%** during May.
- June water usage was **15%** lower than the previous year.
- July water usage is currently tracking **20%** lower than the previous year.
- Fine silt material continues entering the irrigation system and creating maintenance issues with irrigation filters.
- The Metro District continues evaluating practical solutions to reduce silt accumulation while maintaining reasonable operating costs.

Christopher Meister recommended that the irrigation contractor inspect and clean the irrigation filters at least **two times per week**, and **three times per week** in problem areas, including Valley Road near Timberwolf and the lower section of Cotton Ranch Drive near Whitetail.

(7) FINANCIAL REVIEW

The Board reviewed the June financial statements.

Gary Davis reported:

- Cash reserves total **\$401,000**.
- Interest income is expected to exceed the budgeted **\$8,000** for the year.
- Legal expenses are over budget by **\$13,764**, primarily due to collection efforts.
- Landscaping expenses include **\$11,000** in irrigation system repairs.
- Delinquent accounts have been reduced from **42 accounts to 29 accounts**

Management reported that collection efforts remain active through Community Management Specialists (CMS) and the Association's attorney. Collection activities include personal phone calls, certified letters when appropriate, and continued enforcement of the Association's Collection Policy.

(8) PROPOSED AMENDMENT TO EXISTING DESIGN REVIEW GUIDELINES

The Board reviewed the Design Review Committee's proposed amendment to the Design Review Guidelines regarding trampolines.

The Board directed Management to remove redundant language already addressed elsewhere in the guidelines and retain the attorney-approved provisions regarding placement, screening, and aesthetic requirements. The Board also discussed that playground equipment should utilize natural wood or metal finishes rather than brightly colored materials where applicable.

A motion was made, duly seconded, and approved unanimously by the Board to adopt the amended trampoline guideline as revised.

(9) DESIGN REVIEW COMMITTEE MEMBER APPOINTMENTS

The Board reviewed the current Design Review Committee membership.

A motion was made, duly seconded, and approved unanimously by the Board to reappoint the following individuals to new two-year terms on the Design Review Committee, as follows:

- Jay Carlson, DRC President, Term Expires 2028
- Dennis McMahon, Term Expires 2028
- Kathleen Zepeda, Term Expires 2028
- Stephen Baxter, Term Expires 2027
- Bradley Tousignant, Term Expires 2027

The Board also discussed the Protective Covenants' requirement that the Design Review Committee or consultant include a licensed architect pursuant to Article 5.

(10) NEXT BOARD MEETING

The next Board of Directors meeting was scheduled for **Wednesday, October 14, 2026, at 5:00 p.m.**

The scheduled date of the next Board meeting will be posted on the Association website.

(11) ADJOURNMENT

There being no further business, the meeting was adjourned at **6:07 p.m.**

Prepared by:

Sam Thurston, Property Manager

Cotton Ranch Homeowners Association