Executive Board Meeting

December 9th, 2015

Location: The Residence of Antonia Cooper & Ryan Turner – 0507 Kings Row Avenue

Board Members in Attendance: Peter May, Carolyn Dahlgren, Antonia Cooper, Gerald Fielding and Krystle Beattie (recording secretary)

Homeowners in Attendance: Carol Nieuwenhuizen and Adam Sahnow

1. Call to order at 7:15pm
2. Approval of October 21, 2015 meeting minutes – Peter May motioned to approve with changes; Carolyn Dahlgren second; all were in favor.
3. Insurance update
	1. Tom Hazard sent an email to the Board (attached).
	2. Record owners – are non-record owners covered by insurance policy because State law and covenants require that only record owners be on the Board?
	3. Carolyn Dahlgren wants to look at the insurance policy closer to determine if open space is covered. Assignment: Carolyn Dahlgren will get with Tom Hazard to determine who will contact Todd to figure out if the HOA is covered on open space.
4. Campbell Garage – ARC Recommendation
	1. There is not enough information for the ARC to make a recommendation. The ARC needs to receive and review proper plans, including the dimensions of the garage.
	2. Assignment: Krystle Beattie to set up an email address for ARC; kingsrowarc@gmail.com and make it the email address listed for ARC on the website.
5. Discussion of draft “Open Space” and “ARC” for distribution to membership
	1. Carolyn handed out draft “open space” and “ARC” covenants to the Board for review (attached). Carolyn needs to hear suggestions and changes before sending the draft covenants to the entire Association, especially on the ARC/Design Guidelines sections.
	2. Assignment: Antonia, Gerald and Peter to review draft covenants and report back to Carolyn. At the February meeting it will be decided which draft covenants to send to lot owners.
6. ADU
	1. Carolyn Dahlgren drafted a letter to be sent to homeowners who are thought to have an illegal ADU on their properties (Bartholow and Schaefer) (attached).
	2. A major concern of illegal ADU’s is water/sewer, i.e., “unit” count issues. The water court decree may be compromised due to ADU’s.
7. License: HOA and private owners of 4 southern lots
	1. Carolyn Dahlgren drafted a letter to be distributed to lot owners 40-44 (attached). She will make sure the license is consistent with the covenants.
		1. Assignment: Carolyn will send the draft letter to Mimi and Tim Trombatore for them to send to their attorney for review and Carolyn will also send the letter to Jeff Conklin for review.
8. Letter re: License HOA and Someday Ranch
	1. Carolyn Dahlgren drafted a letter to Someday Ranch and would like the Board to review it for tone and for additional edits (attached).
		1. Assignments: Peter, Antonia and Gerald to review letter and send edits to Carolyn via email.
	2. Carol Nieuwenhuizen would like the same consideration from Someday Ranch, access their property for Kings Row riders. If the HOA is allowing Gay and Someday Ranch’s clients to access HOA property is only seems fair for Gay to reciprocate.
9. Signage on Open Space
	1. The Board wants to keep signs consistent.
	2. The signs will need to be sent to ARC for approval.
	3. The language for the signs will need to be reviewed by an attorney.
		1. Assignments: Krystle Beattie will have signs made once approval is made.
10. License with “windmill property” re: triangle parcel
	1. In the event that Carolyn is unable to reach the landowner via telephone she will send the attached letter along with a plat to the landowner.
	2. Board members suggested that the letter be up-front about our not knowing if the landowner’s personal property is on our open space lot or not. The parcel is small and there is no fence
		1. Assignments: Carolyn Dahlgren will review the assessor’s website to determine the landowner’s name and will try to call them first to discuss the farm implements and other items that may be sitting on HOA property.
11. Water Court Update
	1. Jeff Conklin sent an update via email (attached).
		1. 2 new applications
			1. Prove that HOA is using water (well #3) – problems with legal description.
			2. Decree to change from Green Mountain Reservoir to Roaring Fork River.
12. Carolyn’s meeting with Lee Leavenworth
	1. Hunt Ranch Tap: 2 taps were given to Hunt Ranch in exchange for the head gate on their property; One of the taps may have been activated. If it has, the HOA should be charging Carbondale water fees.
		1. Assignment: Carolyn Dahlgren to find out if one of the taps has been activated.
	2. Files
		1. Assignment: Carolyn Dahlgren will go through the files that she received from Lee Leavenworth and then deliver them to Jeff Conklin.
	3. Registered Agent
		1. Assignment: Krystle Beattie will change the registered agent on the Colorado Secretary of States website.
	4. Easement over his property: Lee Leavenworth is willing to give an easement over his property to the association so people can access the open space.
		1. Assignment: Carolyn Dahlgren to draft agreement to be signed by Lee Leavenworth and discuss with lawyer.
	5. Consultations:
		1. Lee Leavenworth is willing to provide consultation to the HOA on covenants, open space, history, water systems, etc.
13. Review annual meeting: draft minutes
	1. This will be done at the February meeting.
14. Elect Officers
	1. Carolyn stated that she commits to a one year term as President of the HOA
	2. Carolyn Dahlgren motioned to elect Peter May as Vice President; Gerald Fielding second; all were in favor.

 15. Other business

 a. Direction to Administrative Assistant on website updates

Assignment: Carolyn Dahlgren will scan in signed resolutions and send them to Krystle Beattie. Krystle Beattie will update the website with the signed resolutions.

b. Brad Zanin purchased the Hunt Ranch and has planned an Equestrian Center.

Assignment: Krystle Beattie to contact Brad Zanin to invite him to the next meeting for a meet and greet with the BOD and to discuss future plans for Hunt Ranch.

c. ARC

Assignment: Adam Sahnow to review the current ARC guidelines and forms with David Bell and send the documents to Krystle Beattie for uploading to the website.

The next meeting will be held on Wednesday, February 10th at 6:00pm at Carolyn Dahlgren’s Residence – 0034 Kings Row Avenue. There being no further matters to come before the HOA, the meeting adjourned at 8:30pm.