**Executive Board Meeting**

August 24, 2016

Location: The Residence of Peter May and Carol Nieuwenhuizen– 703 Kings Row Avenue

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

Homeowners in Attendance: Carol Nieuwenhuizen, Tim Trombatore and Molly Bartholow

1. Call to order at 7:15pm
2. Approve Minutes:
	1. April 27th – Gerald Fielding motions to approve minutes as amended; Peter May seconds; all in favor.
	2. June 15th – Carolyn Dahlgren reviewed the minutes and a discussion ensued:
		1. Leavenworth Easement: Lee Leavenworth is willing to give an easement to the HOA in exchange for the HOA building a fence and graveling a portion of the trail to avoid further erosion. This is to make formal a trail that already exists. Molly Bartholow is the neighboring property to the easement and is concerned about privacy and her dog; she is also concerned about people ‘leaking’ onto her property and would like the HOA to provide a fence on her side of the easement as well. She stated that she does not want any drones. If Bartholow, Leavenworth & HOA can’t come to an agreement on the easement then the acceptance of the easement will have to be on the agenda for the at annual meeting. Assignment: Carolyn Dahlgren to walk property with Bartholow’s and to give them a copy of Leavenworth’s improvement land survey. Carolyn also will talk with HOA lawyer about whether survey is necessary.
		2. Triangle Property and Windmill Property: The revocable license agreement has been sent to John Piccinati, and he has verbally told Carolyn Dahlgren that they are not trying to ‘poach’ the HOA land and will not put any more items on property. The selling of the property is probably not cost effective due to the approvals needed from Garfield County. Assignment: Carolyn still has to write letter to Gay Lewis about her verbal offer to buy the property.
		3. Bandit Trails: Carolyn has contacted Holy Cross regarding map provided by Bill Phillips. Holy Cross says underground line is within 15-foot platted rear line utility easement.
		4. ADU Letter: Bartholow, Lot 38, is the only property outstanding regarding this issue.
		5. Water Tap Fee: The Garfield County Clerk and Recorder properly indexed the HOA’s revocation of the water tap fee.
		6. Well Permit – No. 2 Well: HOA lawyer still working on this issue with State, does not require going back to Water Court.
		7. All Wells – Current Water Court Case: Gerald Fielding provided amendments to Paragraph 4 of the draft meeting from June 15 regarding lawyer’s presentation on water court
		8. Carolyn reviewed other paragraphs of draft June minutes briefly; Krystle advised that she notified membership of change in Registered Agent for the HOA by email earlier in 2016.
		9. Gerald Fielding motioned to approve as amended/edited by Gerald Fielding; Peter May second; all were in favor.
	3. June 16th – Peter May motioned to approve; Gerald Fielding second; all were in favor.
		1. Assignment: Carolyn Dahlgren to find out about insurance on committees.
	4. July 5th - Peter May motioned to approve; Gerald Fielding second; all were in favor.
	5. July 18th – Carolyn needs to change from a meeting to a notice of site visit. Not all Board members were present so minutes do not need to be approved.
	6. July 28th – these are not ready for review. Krystle will have for the next Board meeting.
3. Budget
	1. Available Cash and Budget to Actuals
		1. No need to move money today but may need a meeting in September if funds in operating account get too low.
		2. Lawyer has been paid. There is no bill from Tom Hazard’s company for irrigation repairs. Assignment: Krystle will check to see if EPC has been been paid for lead testing.
	2. Assessments – report from Board Members on contact with Overdue Owners
		1. McGowan (Lot 5)-Peter contacted McGowan; McGowan’s have paid.
		2. Gault/Bowers (Lot 41) – Carolyn spoke with Dick Wells and then called Carol Gault. Carol told Carolyn that they are having medical issues but they will pay. Assignment: Krystle Beattie to send statement via email to Carol Gault.
		3. Misunas/Boyd (Lot 1)– Carolyn spoke with Jodi Boyd. She said that they are going to sell house and are aware they are behind on assessments. Carolyn Dahlgren contacted the HOA attorney to let him know about the impending sale, and to verify that the HOA is up to date on the lien procedure.
		4. Rex Trust(Lot 36) – Carolyn spoke with Christie: she wants an emailed statement and will send money. Christie said she had not received a bill; the Florida address we have is not up to date. Assignment: Krystle Beattie to send statement via email and update records.
4. Update on Fencing/Leavenworth Easement
	1. Lee Leavenworth is okay with metal stakes and 3-strand wire – Tim received bids from Great Divide and Four Corners; Carolyn Dahlgren received a bid from Murillo.
		1. Great Divide – wood post 6” round – every 20 feet with 3 strand 9 gauge wire - $6,500.00
		2. Four Corners – wood post 4” round – every 96 feet with metal T posts every 16 feet with wood wire posts with 3 strand wire - $4,203.00
		3. Murillo – would do jackleg fence at the beginning and then do the same concept as Four Corners.
			1. Assignment: Tim Trombatore to compare the bids from Four Corners and Murillo.
			2. Assignment: Tim Trombatore and Carolyn Dahlgren to email fence bids to Krystle Beattie
	2. The lawyer has drafted the easement agreement based on fence and gravel conditions.
	3. Survey – is it necessary? The fencers could place the fence without a survey, using the ILS and the property line brass caps, but both Leavenworth & Bartholow would have to agree. Bartholow stated that she would want the survey to be performed. Assignment: Gerald Fielding, Tim Trombatore and Carolyn Dahlgren to string line where the property line appears to be (east side of easement) and where the fence would go, marking the west boundary of the proposed easement.
	4. Is a permit required? Assignment: Carolyn to check Garfield County Building Permit regulations.
	5. Table until next meeting
5. ARC Updates and Action
	1. Lot 49 – Friends of Aspen Animal Shelter Maintenance – Board agrees with ARC: does not need ARC approval for like to like on installing new garage doors. Assignment: Carolyn to contact tenants.
	2. Lot 22 Campbell - Matt Campbell sent the Certificate of Occupancy (CO) on Campbell garage to Carolyn. The new application for an entry was approved by ARC July 6th; Board approved the application with same conditions as ARC on July 16. Garfield County is requiring that a separate permit, rather than an amendment to the Building Permit, be obtained for the entrance.
	3. Bell re-roof (Lot 8) – they are still working on project.
	4. Chase garage addition (lot 3)– they are still working on project.
	5. Dahlgren maintenance (Lot 2) – new garage door color – the project is completed.
	6. Herreid/Ponto fence and entrance gate (Lot 27) – approved by ARC and Board
	7. Vote required on Lot 4 Slali and Kopitsky request for variance – S perimeter privacy fence – Gerald Fielding motioned to reject original application; Mimi Trombatore second; all were in favor.
		1. After vote Carolyn advised Board that she forgot to tell them that she had received an email from Becky Chase, attached. Board vote consistent with email.
		2. Lot 4 owners are welcome to send a new application with changes that have been proposed by ARC and Board or with entirely different proposals by the owners
	8. Any new applications? – NO
6. Carolyn’s update, Other Matters:
	1. Enforcement Letters to be sent to: Assignment: Krystle Beattie or Carolyn to send letters.
		1. Misunas
		2. Cooper/Turner
		3. Smith
	2. Pump House
		1. EPC to repair the woodpecker holes in wood. Assignment: Gerald Fielding to put up foil stringers to keep birds away and then return Carolyn Dahlgren’s stapler.
	3. Pump House Call List: Assignment: Carolyn to send new list to HOA’s electrician so he can reprogram the Pump House phone for emergency automatic dialing, agreed as follows:
		* 1. Peter May
			2. Carolyn Dahlgren
			3. Tom Hazard
			4. Gerald Fielding
	4. Irrigation Water
		1. Association received the same # of days of ditch water as last year, but less water flowed into our ditch. Last year we returned a lot of water to the ditch, so the Ditch Company Captain and Tom Hazard reduced the flow at the headgate for 2016.
		2. Carolyn Dahlgren is concerned about the “use it or lose it philosophy,” even though we do not own the water rights to the ditch water; we just own share in the MHMMDC. Tom Hazard to get back to her after he talks with Ditch Company representatives.
	5. Covenant Rewrite
		1. Carolyn Dahlgren is hiring a word processor at $20.00/hour to type the covenants
		2. If there is no money at yearend to pay the processor, than Carolyn Dahlgren will gift the word processing expense to the HOA.
7. Other Business
	1. Peter reported that Dave Bell has suggested that homeowners considered using Valley Garbage Solutions – they are ½ the cost of others and give a discounted rate if more homeowners sign up. 970.963.3922. They offer recycling. Assignment: Krystle Beattie to send blast email to HOA.
	2. Assignment: Krystle Beattie to send additional email about mountain lion using verbage from Post Independent.
8. Annual Meeting Date – Saturday, November 12th at 6:00pm. Assignment: Krystle Beattie to see if school house is available and make reservation.

There being no further matters to come before the HOA, the meeting adjourned. The next meeting will be held on September 28th at 7:00pm at Carolyn Dahlgren’s Residence.