

**Cedar Mesa Ranches HOA  
Board of Directors Meeting  
August 4, 2003  
Wiggins Residence  
(Lot 64)**

**In attendance:** Nancy Schaufele, Steve Ludemann, Terri Montoya, Lora & Rex Wiggins, Lisa Liljedahl, Susan Bryson, Jim & Ruth Bignell & Mary Rizzardo.

**Meeting called to order at 7:05 pm.**

**Approval of July 2003 Board Minutes:** Lora made a motion to amend the minutes to include the financial information (see attached) presented by Steve Ludemann at the July meeting. Steve seconded the motion. Motion approved.

**Financial Report:** Steve presented the August Financial Report. We still have an outstanding balance of \$5,850 on the 2003 HOA dues (due the end of May) and \$10,800 on the Special Road Assessment Fee (also due the end of May). Hence, the total Accounts Receivable is \$16,650. We have zero Accounts Payable and Cash on Hand of \$29,458.63. The cost for current road work planned is \$17,060. Lora made a motion approving the Financial Report as submitted (see attached). Nancy seconded the motion. Motion approved.

Steve mentioned that in the future we should send out a separate billing notice for dues at least one month prior to the due date. Furthermore, failure to pay the HOA yearly dues will force the HOA to file a lien on the lot owner's property. The lot owner will be responsible for all costs associated with the filing of this lien as specified in our Bylaws.

We are still having trouble obtaining names and addresses of all lot owners. Steve will research this at the County Assessor's office in Cortez.

Steve also asked Nancy to find out from a lawyer what it would cost to file future liens so that we can build that cost into our budget.

And finally, Lisa (CPA) was assigned the task of completing our HOA tax return. She had filed an extension and hopes to complete the return within the next 45 days or so.

**Secretary's Report:** Susan mentioned that between being out of town and swamped at work she hasn't had much opportunity to spearhead any activity on the Fire Committee. However, we have been notified by the Colorado State Forest Service that our grant application for fire mitigation was approved. We are

currently waiting to receive the paperwork and more information should be available at the next board meeting. Susan also mentioned that she intends to focus on a Fire Evacuation Plan and hopes to accomplish something in that effort soon.

### **Old Business Update:**

- **Fire** – See Secretary’s Report
- **Roads** – Rex and Steve reported that they are still trying to get some information from road contractor’s concerning the estimated road maintenance costs per year. They currently anticipate approximately \$5,000/year for simple maintenance (not including repairs to roads and culverts). The general consensus is that Road 35 (the main road) should be bladed at least three times a year. Additionally, there was some miscommunication as to the continued work on Road 35 beyond Road K.3. Rex will speak with Four Corners Materials right away to clarify the work to be done. Lisa mentioned that Road 36.7 (continuation of K.3) will need several culverts because the road base is being washed away from all the rain we’ve had. Evidently the developer did not install enough culverts or large enough culverts to carry the flow of water and without culvert work preceding road work it will be futile.

Additionally, Steve mentioned that he is concerned about our line item budget for snow removal and we should all be looking at that specifically for next year.

- **Signs** – We discussed the previous conversation about a “Save our Roads” sign and decided to table that decision. Along those same lines, each and every lot owner should remind their contractor that heavy trucks and equipment should not speed on our road and should be mindful of their impact to our roads.
- **Weeds** – We have completed spraying for the season; however, several board directors’ indicated that next year we should budget for at least two noxious weed spraying sessions.
- **Design Review Board** – Terri mentioned that she wrote a letter to Gail Mingesz regarding the plan she submitted and hasn’t heard anything further. The Board agreed that we cannot enforce anything that is not written in the Covenants. In the meantime, Terri was asked to send all correspondence concerning DRB information via certified return receipt mail. Additionally, any perceived legal action items should be sent the same way.

Lora mentioned the importance of informing, particularly out of town owner’s, the snow load capacities, etc. before building in this area.

- **Covenants** – Nancy obtained the legal definition of mobile homes and the document is five pages long. Essentially, “if you have to move it here, it’s considered a mobile home.” However, Nancy was informed that it would be advisable to obtain legal counsel to research Colorado law on this issue. Nancy recommended we hire Pat James, a local research attorney to look into this matter and the impact to our covenants. Susan made a motion to hire Pat and pay her up to \$300 for her services. Lisa seconded the motion. Motion approved.

Nancy said that her earlier research revealed that it is very difficult to change HOA Covenants. They can only be changed with 100% vote of the membership. However, we were advised that adding a Design Review Board could be included in our Bylaws as an Amendment, requiring a majority vote of the membership.

The next step with Covenants is to get some legal advice on our interpretation of “mobile home” and simultaneously begin looking at enforcement issues. **We have scheduled a Covenant Committee meeting for Wednesday, August 27<sup>th</sup> at 2:00 pm at Susan’s house (Tract O).**

- **Mailboxes** – Lisa reported that she is waiting to hear what the Fire Department is going to do with their driveway road base. The Fire Department did not include a culvert in their design and right now the driveway is impassable after a heavy rain. Tony mentioned they were running out of money. In any event, Lisa is working with a contractor to finish the job and anticipates the work to be completed by the first of next month.

Additionally, Lisa has spoken with the new Postmaster in Mancos and was informed that home delivery on top of the subdivision was done as a courtesy and was never intended to be an ongoing event. Apparently we were expected to install mailboxes at the front of the subdivision and once completed, home delivery up on top was to stop. Steve mentioned that there will be “protests” to this maneuver should the USPS stop home delivery.

Susan and Nancy agreed to administer the mailboxes.

### **New Business:**

- **CMR HOA Newsletter** - After considerable discussion it was agreed that we would produce two Newsletters each year. The first Newsletter will be produced in April (following the Annual Meeting in March) and the second Newsletter would be produced sometime in October of each year. The decision to limit the number to two was based upon the fact that we are

sending e-mail copies of the monthly Board meeting minutes to all lot owners (at least those that submit e-mail addresses) and the cost to mail more than two would be cost prohibitive.

**Meeting adjourned at 8:20 pm.**

**NEXT MEETING WILL BE ON MONDAY, SEPTEMBER 8<sup>TH</sup> – 7:00 pm (2nd Monday of the month due to the holiday) at the Bignell Residence (lot 55).**

Respectfully submitted,

Susan Bryson  
Secretary  
CMR HOA