

**SODA SPRINGS RANCH - FILING II**  
**Homeowners' Association**  
**MINUTES OF BOARD MEETING**  
**Soda Springs Ranch Restaurant Building**  
**November 15, 2008**

**Present:** Mark Baxley, Gene Peteranetz, Bob Costello, Mark Lewis, Rich Olivo, Jim Blakley, Gary Windsor, Gary Trujillo, Bob Lang, Tom Evon

**Also Attending:** Regina Fowler, J. C. Cavalera Management Office; Gerry Johnston,

**Absent:** Mark Krieg

**Open:** Gene Peteranetz, Board President, called the meeting to order at 8:59 AM.

**Approval of Minutes:**

Minutes from the September 20<sup>th</sup>, 2008 Board Meeting, the September 20<sup>th</sup> Annual HOA Meeting, and the September 20<sup>th</sup> 2008 Post Annual HOA Meeting were presented for review. **Motion was made by Gary Windsor, seconded by Bob Costello, that the minutes be approved as written. Motion passed.** A signed copy of the minutes was given to Regina Fowler for filing in the management office.

**Financial Review:**

**Operating Fund**

***Balance Sheet.*** Bob Costello reviewed the financial statements for the four months ending October 31, 2008. Total cash in the Operating Fund is \$65,213 and \$10,895 in the General Fund. Accounts Receivable totaled \$29,368. Accounts Payable totaled \$23,457, the majority of which is for insurance. Unearned Assessments totals \$72,065. All tracts have positive fund balances with the exception of the General Fund.

***Revenue and Expenses.*** The expenses for operations for the tracts had nothing unusual during the first four months. The General Fund had large expenses for the audit and for the Annual HOA meeting, causing a deficit for the first four months of the year.

***Receivables.*** An AR aging as of November 14<sup>th</sup> was reviewed, which showed outstanding receivables of \$20,708.36. Bob noted that delinquent letters are being sent out.

***Athletic Club.*** There was a cash balance of \$2,293 as of October 31, 2008. Special Assessment cash totals \$13,366. Special Assessment Cash and Receivables total approximately \$40,900, meaning that there is theoretically a remaining balance of \$9,000 to spend of special assessment funding. However, this is not really a surplus, as money has been spent out of the regular account for special assessment items (e.g. walls and electrical work on the old racquetball court, curtains for the hot tub,

landscaping around the play area, etc.). We should use the surplus special assessment funds to reimburse the general fund.

Revenue for the Athletic Club is \$2,642 under expenses for the four months ending October 31<sup>st</sup>. This is due to an increase in depreciation expense, repairs, and maintenance costs. Regina and Bob commented that there are billings for storage that will be happening that will improve the revenue position.

#### Reserve and Replacement Fund

*Balance Sheet.* All tracts now have a positive fund balance. Bob noted that Tract Reps should give serious consideration to increasing the R&R portion of tract dues next year for six of the nine tracts.

Our cash is deposited in three different banks, with funds in two of the accounts being interest bearing accounts. The third account is a regular checking account. The three accounts total \$122,853.

Accounts Payable totaled \$2,423 at October 31<sup>st</sup>.

*Revenue and Expense.* Overall, \$32,288 was spent on R&R items during the first four months of the fiscal year against revenue of \$34,322. There was \$14,062 spent on deck replacements, \$3,553 spent on roof repairs, \$3,283 spent on building, \$4,098 spent on parking lot improvements, \$762 spent on garage doors, \$2,700 on tree removal and \$1,717 on Plumbing/Sewer.

#### Property Management:

J.C. reported the fence was repaired from the damage done from the car accident.

J.C. offered to look at the thermostat setting on every unit in Filing 2 to make sure they are set to 55F to prevent any pipe freezing issues this winter. There was a suggestion made that J.C.'s team should leave a note informing the owner of the entry into the owner's unit to check thermostats. Rich O. suggested that we ask owners to notify us if they want their thermostat checked, and we would only check those units where permission was received. Rich noted that this check also involves ensuring that water is still running in the unit. The Board then had an extended conversation about the accuracy of thermostats. It was commented that some owners know exactly how low they can set their thermostat and prevent freezing issues, meaning that you cannot just assume that 55F is the proper setting for thermostats in every unit. Also, some units have thermostats in each room, but only certain rooms have pipes where the 55F setting would be required. The final agreement from the Board was that Gerry will include a comment in the Rancher Newsletter and Gene will include a comment in his "Message from the Prez" article that owners are to notify the Property Management Office if they want the thermostat check service.

Jim B. suggested that we include a comment in the Rancher newsletter reminding owners to remove patio furniture/BBQ's to prevent damage from snow. The Board agreed and asked Gerry to include this in the next Rancher newsletter.

**Athletic Club improvements:**

Bob L. noted that re-painting of the Athletic Club is needed. He would like the Board to comment on what color should be used. The Board will go down and look at the Athletic Club and decide on a color.

Bob L. asked the Board to take a look at the excellent job done in the new exercise facility (the old racquetball court). The drywall, electrical, and paint work is great! All of the new equipment is installed, along with the new TV's and DVD players.

Bob L. noted that we need to look at lighting in weight room and exercise room. Jim B. feels we need to look at light replacements in the future that would be more energy efficient.

Gary W. discussed the new card lock system. Gary noted that we can't get one of the new keyless locks installed on the entrance door to the Athletic Club due to the current condition of the door (too many locks installed...too many holes). Gary suggested that we leave the current lock in place on the entrance door to the Athletic Club and use the new card lock on the door to the exercise room. This would allow us to better track who is accessing our new equipment in that area.

Gary also noted that the new keyless lock system is still not addressing the original access issue. The original issue was that when the Property Management Office goes to their limited winter hours, it prevents access to the Athletic Club. Gary suggested building a new door structure in the fence adjacent to the storage area parking lot. Gary has a bid of \$5K to build structure that would facilitate the installation of a keyless lock outdoors and would allow for access to the Athletic Club and Hot Tub without needing access through the main Club House. Gary thinks that we can build the door structure for less than the bid of \$5K.

Gary W. noted that he has an estimate on the costs associated with building out a floor above exercise room. The estimated cost is \$4,000 - \$6,000, plus labor.

Gary T. noted that the rubber pads at the base of the basketball hoops should be removed and stored for the winter in order to prevent damage.

Gary W. noted that the plastic hot tub curtains are lowered. He commented that the way the curtains have been secured is incorrect and we risk damage to the curtains under strong wind conditions. The curtains need more attachments to be in place than once per curtain, as it being done now.

Gary W. commented that Gary Trujillo's family is going to assist with moving some of the exercise equipment.

Gary W. noted that the TV's/DVD units (2) are installed in the new exercise room. Looks great! Gary T is looking to see about wireless headset solution so that you could listen to a TV via a headset when working out.

Gary W commented that he assumes that we are not looking at the ice rink solution, at least not this year. Board agreed with that assumption.

Gary W. noted that the last piece of improvement we still need to address is the old tennis court surface that is still showing around the pavilion.

Rich informed the Board that Alpine Rescue is moving out of the sheltered cover area located adjacent to the Athletic Club. They are donating their old shelter to us. Commented that we may be able to utilize the shelter to store the bobcat.

Gary T. reported that he has a friend with a pool table who is willing to give us for \$600 (cost \$1800). Gary's friend will deliver the pool table and install it. We would put the pool table in the upstairs area of the Athletic Club where the exercise equipment used to be located.

**Motion made Rich O, seconded by Bob L., to approve the purchase of the pool table for \$600. Motion approved.**

Discussed the donation of one older treadmill to Brad and Lanae. Board agrees to make this donation.

**Resignation of Tom Evon, nomination of replacement:**

Tom's unit under rental, so it is difficult for him to come up to Grand Lake very often. Tom spoke with Sandy Bob about taking his place on the Board. While she was very interested at first, her health situation is now preventing her from accepting position the tract rep position. Stacy says she would like to get involved. Gene P. suggested that we advertise the opening of the Tennis Cottages Tract Rep position in the Rancher newsletter. Tom will remain as the Tennis Cottages Tract Rep until a replacement is found. Regina recommended a person, whom Tom will reach out to.

**Moisture Issue in Tennis Cottages:**

Our HOA insurance will not cover addressing the moisture issue. It seems to be caused by dryer vents being vented into crawl space and by the settling of earth around the foundation, causing water to pool towards the Tennis Cottage crawl space. The suggestions being put forth by the insurance company to address the issue are:

1. vent the dryers properly
2. get proper passive venting into the crawl space
3. installation of a moisture barrier
4. replace any drywall/insulation that is damaged
5. application of some mold prevention/treatment solutions

Rich looked at the moisture situation with the insurance personnel. The moisture problem does not seem to be increasing at all. No wood damage is evident. Mark B. noted that there could be legal ramifications here. The insurance company is suggesting venting the dryers thru the roof, but various Board members commented that this was not an ideal solution. Mark B. suggested looking at a company like ServPro to provide an assessment of what to do to address the situation. To remediate the dryer venting issue, Gary W. noted that we could look at a small lint collector unit on the back of each dryer that would be inexpensive to install and would remedy the issue of venting into the crawl space area. It was commented that this would add moisture to the unit.

**Motion made by Mark B., seconded by Gary W. that the Board contract with a vendor to provide a recommendation to remediate the moisture issue in Tennis Cottages. Motion passed.**

We need to understand if this is an HOA issue. Mark B. feels it is the owner's responsibility to address any issues identified by the inspector. No clear agreement on this matter.

#### **Tree Removal near TC#36:**

The Board discussed a complaint received from an owner in Tennis Cottages regarding the removal of three trees next to her unit. The owner is willing to pay for new trees (\$750) if HOA will cover the cost to plant them (\$250). The owner had someone look at the trees that were chopped down and this person felt that only one of the three trees were diseased. These were lodge pole pine trees that were removed. Gary W. thinks we should take the owner up on her offer. Regina noted that if you don't water the trees, they will die. After lots of discussion on this topic, it was decided that Tom E. is to let the owner know that the Association by-laws state that planting trees in the Common Area must be approved by the Board. The Board will look at a master policy for tree planting/replacement. This master policy will address the approval process for planting trees. It appeared that the Board would want the Tract Rep to decide for their tract if tree planting would be approved.

#### **HOA Insurance Coverage Issue from Annual Meeting:**

This topic was a result of the motion made at the Annual HOA meeting that the Board provide clear documentation to the owners as to exactly what the owners are responsible for insuring with personal property insurance.

Gene P. says his insurance policy states that interior structures are the responsibility of the homeowner.

Bob C. shared with us the HOA declarations regarding insurance. Per Bob C., interior structure, including systems are covered by the HOA insurance policy, which is different than what Gene was told by his agent.

Mark L. brought forward a suggestion from an owner regarding changing our insurance policy so that it covers replacement to the condition when unit purchased, excepting personal effects brought by the owner. Gene P. has no interest to pursue researching this option.

Bob L. suggested that we communicate to the owners the exclusions as a part of the Rancher. Board agrees. Gerry to include the specific clauses from the HOA declarations regarding insurance in the Rancher.

**Master Water Association:**

The MWA is in the process of checking and replacing curb valves at Court Club. The MWA should have covers over the new generators finished shortly. Rich has signed agreements from Filing 3 members.

**Other Committee Reports:**

It was noted that we have not discussed committee assignment for the coming year.

**Motion made by Gary W., seconded by Mark L. that the committees as previously constituted continue. Motion passed.**

**New Business:**

**Wireless Internet Proposal.**

Two big questions. 1) Repeater units are not guaranteed for super-cold weather. There are some in Canada that are functioning perfectly. 2) Bandwidth in high-demand times.

**Motion made by Bob L., seconded by Gary W. that we adopt Alex's proposal for internet access at SSR. There will be no monthly cost for internet access to the owners. The amount to spend on hardware is not to exceed \$2000. Motion passed.**

**Addition to Meadows B-3**

This is the replacement of a skylight window on B-3. It would be replaced with a smaller skylight that what was originally installed as that is all that is available.

**Motion made by Bob C, seconded by Mark L. to approve the installation of the smaller replacement skylight. Motion approved.**

**Newsletter.**

Do we want to get the newsletter sent via email versus US Post? Board wants to leave the distribution of the Rancher newsletter as is for now. We could have Gerry use a tool such as the freeware PrimoPDF to create a pdf version of the newsletter, then have the pdf version posted to the HOA website.

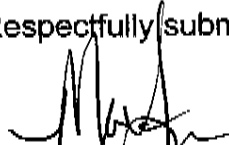
**Meadowbrook 14.** Meadowbrook 14 is up for sale. The prospective buyers want to add a deck extension. Jim B. feels this would create a privacy issue. It was discussed that MB14 could install at grade level paving stones that would not change the defined open space and thus a decision could be made by the track rep on the appropriateness and details of such an improvement. A raised deck would need to be formally submitted to the Board and would require all aspects of our standard additions request process as

stated in the SSHOA Filing II Declarations. It would likely involve the county building department since it would impact defined open space.

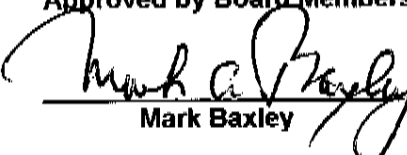
**Motion was made by Mark Lewis, seconded by Mark Baxley, to adjourn the meeting. Motion passed.**

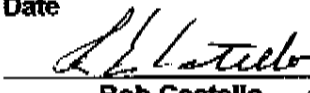
The meeting was adjourned at 11:28 am.

Respectfully submitted,

  
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Mark A. Lewis, Board Secretary

Approved by Board Members 1/17/09  
Date

  
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Mark Baxley

  
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Bob Costello


  
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Gene Peteranetz

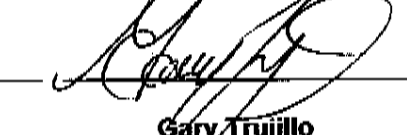
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