

NELLIE GAIL RANCH OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – REGULAR SESSION
TUESDAY, JANUARY 17, 2017
MINUTES

I. CALL TO ORDER

The regularly scheduled Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:30 p.m.

DIRECTORS PRESENT

John Park
Mark Fisk
Jill Barkouras

DIRECTOR ABSENT

Loree Blough
Paul Holland

MANAGEMENT

Brian Mitchell, General Manager
Dennis Moss, Operations Manager, Parks & Recreation Facilities

OTHERS

Fred Whitney, Neuland, Whitney and Michael

Mr. Whitney addressed the Members in attendance regarding the Nominating Committee responsibilities, limitations and makeup.

II. COMMITTEE MEMBER APPOINTMENTS

A. Consideration of Appointment of Architectural Review Committee Members

Motion: Fisk
Second: Barkouras

Resolution: That the Board of Directors approve reappointment of the following Nellie Gail Ranch Members to serve as Members of the Architectural Review Committee through January 31, 2018.

- Brian Von Helmolt - Member
- Marjorie Fleming - Member
- Tom Conkling - Alternate
- Vanessa Kon - Member

The motion carried unanimously.

B. Consideration of Appointment of Equestrian Crossing Safety Committee Members

Motion: Barkouras

Second: Fisk

Resolution: To approve reappointment of the following Nellie Gail Ranch Members to serve as Members of the Equestrian Crossing Safety Committee through January 31, 2018.

- Bonnie Adams
- Jim Anderson
- Cherie Behringer
- Lulu Hallenbeck
- Linda Mudd

The motion carried unanimously.

C. Consideration of Appointment of Emergency Preparedness Committee Members

Motion: Barkouras

Second: Fisk

Resolution: To approve reappointment of the following Nellie Gail Ranch Members to serve as Members of the Emergency Preparedness Committee through January 31, 2018.

- John Park
- Mark Fisk
- Dennis Blough
- John Cardall
- Ken Cheng
- Robert Bettey
- Susie Lynch
- Loree Blough

The motion carried unanimously.

D. Consideration of Appointment of Equestrian Committee Members

Motion: Fisk

Second: Barkouras

Resolution: To approve reappointment of the following Nellie Gail Ranch Members to serve as Members of the Equestrian Committee through January 31, 2018.

- Anne Cole - Member
- Gigi Bourke - Member
- Jan Curtis - Member

The motion carried unanimously.

E. Consideration of Approval of Landscape Committee Charter and Appointment of Landscape Committee Members

Motion: Barkouras

Second: Fisk

Resolution: To approve the Landscape Committee Charter and appointment of the following Nellie Gail Ranch Members to serve as Members of the Landscape Committee through January 31, 2018.

- Alex Presley - Incumbent
- Bruce Freeman - Incumbent
- Cathy Chamberlin – New Member
- Evan Buckley - Incumbent
- Greg Peterson – New Member
- Kurken Alyanakian - Incumbent
- Michael Magnell - Incumbent
- Sanjay Mathur – New Member
- Toby Nassif - Incumbent

The motion carried unanimously.

F. Consideration of Appointment of Trails Committee Members

Motion: Fisk

Second: Barkouras

Resolution: To approve reappointment of the following Nellie Gail Ranch Members to serve as Members of the Trails Committee through January 31, 2018.

- Cherie Behringer
- Dolores Caringella
- Donna MacGillivray
- Viviana and Scott Mamolo
- Linda Mudd

The motion carried unanimously.

III. HOMEOWNER FORUM

Seven (7) Members addressed the Board with comments.

IV. EXECUTIVE SESSION REPORT

The regularly scheduled Executive Session meeting was held on November 15, 2016. Topics included approval of minutes, homeowner delinquencies and liens, legal issues, contracts, and violations.

A special Executive Session meeting was held on November 29, 2016. Topics included approval of November 15, 2016 Executive Minutes, contracts, legal issues, and personnel.

A special Executive Session meeting was held on December 14, 2016 regarding legal matters related to the Clubhouse Renovation Project.

V. CONSENT CALENDAR

Motion: Fisk
Second: Barkouras

Resolution: That the Board approves the Consent Calendar, items V-A through D as presented.

The motion carried unanimously.

A. Consideration of Approval of Open Session Minutes

Resolution: To approve the Open Session Minutes dated November 15, 2016 as presented.

B. Consideration of Approval of the November 30, 2016 and December 31, 2016 Financial Statements

Resolution: To approve the financial statements for the Nellie Gail Ranch Owners Association dated November 30, 2016 and December 31, 2016.

C. Consideration of Approval of 2015-16 Year End Audit and Mailing Via CD

Resolution: To approve the September 30, 2016 year-end annual audited financial statements for distribution to the Membership;

and,

To approve the Innovative Printing Solutions proposal in the amount of \$2,495, plus additional postage estimated at \$625, to

print and mail the Annual Audit and associated documents on CD ROM to the membership by January 31, 2017.

D. Consideration of Approval to Proceed with Liens

Resolution: To authorize and instruct Management to record a lien on four (4) delinquent accounts should their assessments not be paid within the time period established in the Intent to Lien Letter. In accordance with the Corporation's Assessment Collection Policy, a letter was sent to the homeowners notifying them that they have 30 days to pay the balance owed or a lien will be placed on their property. Therefore, the Board directs Management to lien the accounts listed below should the delinquent assessments not be paid within the time period established in the Intent to Lien Letter:

Account Number	Total Amount Due
0693-01	\$712.48
0981-02	\$712.48
1098-03	\$839.32
1099-01	\$712.48

End of Consent Calendar

VI. REPORTS

The following reports were received and filed by the Board: Financial Summary, General Manager's, Architectural Review, Communications, Emergency Preparedness, Equestrian Center, Events, Solar, Swim Center, Tennis Center, Trails, and Landscape.

VII. OLD BUSINESS -

A. Consideration of Adoption of Revised Professional Service Provider Policy

Motion: Barkouras

Second: Fisk

Resolution: To adopt the Professional Service Provider Policy effective February 1, 2017, subject to removal of the word "sole" and replacement with the word "reasonable" with respect to Board discretion to grant permits for Instructors and Trainers. The Member comments related to heightened insurance standards was noted but not implemented into the policy.

and,

To approve mailing the new policy to the Membership with the annual audit.

The motion carried unanimously.

VIII. NEW BUSINESS

A. Consideration of Appointment of Nominating Committee

Motion: Fisk

Second: Park

Resolution: To appoint Jill Barkouras, to serve as Chair of the Committee and to approve a mailing to the Community soliciting Members of the Association to serve as Members of the Nominating Committee for the 2017 election. Management was directed to work with Corporate Counsel to draft a Charter for review at the February 21, 2017 meeting.

The motion carried unanimously.

B. Consideration of Scheduling the 2017 Annual Meeting of the Membership / Board of Directors Election

Motion: Fisk

Second: Barkouras

Resolution: To approve Wednesday, June 7, 2017, at 6:30 p.m. as the date and time of the Annual Meeting of the Membership / Board of Directors Election and tentatively, Wednesday, June 14, 2017, at 6:30 p.m. as the Reconvened Meeting date and time.

The motion carried unanimously.

C. Consideration of Request by Mickey Hayden and Equestrian Center Boarders for Arena Polyurethane Ground Tarp to Cover Arena Footing

Resolution: To direct Management to view the Polyurethane ground tarp in use at Willow Creek Stables, and to tentatively approve subject to Management confirming the operational use will be viable, the purchase of the tarp for covering the Middle Arena during inclement weather for an amount not to exceed \$5,800.

The motion carried unanimously.

D. Consideration of Approval of Equestrian Center Asphalt Repaving Project

Motion: Park

Second: Fisk

Resolution: To approve a Contract with AMS Paving, Inc. for asphalt repair and paving of Equestrian Center parking lot and drives at a not to exceed cost of \$41,725.

The motion carried unanimously.

E. Consideration of Award of Contract for Community Tree Trimming Project - 166 Trees

Motion: Barkouras

Second: Fisk

Resolution: To approve a contract with Quezada Professional Landscaping Inc. to trim 166 trees located throughout the Nellie Gail Ranch community for the total cost of \$15,450.

The motion carried unanimously.

F. Consideration of Turf Replacement Project with Drought Tolerant Landscaping and Associated Rebate (Nellie Gail Rd. – Buckboard to Buckskin)

Motion: Park

Second: Barkouras

Resolution: To table a decision on this item and defer it to the Landscape Committee to consider

The motion carried unanimously.

G. Consideration of Concerns Related to the Upper Pipe Stalls and Proposed Path Modifications

Motion: Park

Second: Fisk

Resolution: To approve a not to exceed budget of \$25,000 to modify the Upper Pipe Stall Access path grade and to approve the Boulder Earthwork Inc. proposal to perform the grading work and retaining wall construction at an amount of \$22,500 leaving a remaining contingency of \$2,500.

The motion carried unanimously.

H. Consideration of Recommendation for Replacement of the Dressage Lower Arena Footing

Motion: Barkouras

Second: Fisk

Resolution: To approve a not to exceed materials and labor budget of \$12,500 for Lloyd Excavating to grade and laser level the base and replace the Dressage Arena Footing.

The motion carried unanimously.

I. Consideration of Approval of Events Calendar and Associated Budgets

Motion: Park

Second: Fisk

Resolution: To approve the 2017 Events Calendar as presented. Management is finalizing budget recommendations that will be provided to the Board at the February 21, 2017 Meeting.

The motion carried unanimously.

IX. CORRESPONDENCE

The Board reviewed and filed Member correspondence.

X. NEXT MEETING

The next Regular Open Session meeting is scheduled for Tuesday, February 21, 2017 at 7:30 pm.

XI. ADJOURNMENT

The meeting was adjourned at 8:57 p.m.

Signature

Date