

**NELLIE GAIL RANCH OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – REGULAR SESSION**

**TUESDAY, MARCH 20, 2018**

**MINUTES**

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**I. CALL TO ORDER**

The Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:31 p.m.

**DIRECTORS PRESENT**

Mark Fisk  
Jill Barkouras  
Loree Blough  
Paul Holland  
Alex Presley

**MANAGEMENT**

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

**II. HOMEOWNER FORUM**

**A. OPEN HOMEOWNER FORUM**

Seven (7) Members signed in to address the Board with comments related to the Clubhouse Refresh Project, Swim Center budget and compliments related to The Pony Express publication.

**III. EXECUTIVE SESSION REPORT**

**A. REPORT ON EXECUTIVE SESSION MEETINGS FEBRUARY 20, 2018**

**An Executive Session meeting was held on February 20, 2018.**

Action items included:

- Approval of January 16, 2018 & February 13, 2018 Executive Session Minutes
- Reviewed status of litigation, legal and enforcement matters.
- Approved the following delinquency actions:
  - Approved a payment plan with one homeowner for collection of assessments

- Accepted a request from a homeowner to “Meet and Confer” regarding outstanding assessments.
- Approved write off of one foreclosed past owner account in the amount of \$2,288.74.
- Approval of new contract and scope of work with Sunset Landscape for maintenance services.
- Approval of renewal of contract with Securitas Security for 24-hour mobile patrol services. With the report pending from the Security Ad Hoc Committee who is evaluating the services, the contract has a provision to terminate with or without cause upon 30 days notice.
- Approval of contract with PaCe Architects for Architectural Design Services for the Equestrian Center Clubhouse.
- Approval of contract with The Majority Rules to provide Inspector of Election and ballot printing services for the June 2018 Annual Meeting and Election of Board of Directors.
- Approval of purchase of boulders from Southwest Boulder and Stone for Monument Park Landscape.
- Approval of contract with Quezada Pro Landscape for tree trimming and tree removal services along community streetscapes.
- Approval of contract with KWC Engineering to provide survey and trail grading recommendations.
- Approval of contract with Aquatic Facility Services for purchase and installation of one new pool heater.
- Approval of contract with Mark Wood Entertainment for the Summer Concert Series and special “Woodstock” Concert.
- Approved agreement to insulate & drywall the storage shed.
- Reviewed two personnel matters related to committee appointments confirming the appointments.
- Received the February violation report.

#### IV. PRESENTATIONS

##### A. PRESENTATION OF PROJECTED CLUBHOUSE REFRESH PROJECTS

A presentation was made to update homeowners regarding the projected reserve and associated projects to be considered for implementation at the Clubhouse.

**Motion:** Presley  
**Second:** Barkouras

**Resolution:** To approve the Schematic / Design Development plans and approve for Construction Document development for purposes of bidding.

**The motion carried unanimously.**

**V. MEMBERSHIP APPEAL / ANNUAL MEETING**

**A. CONSIDERATION OF HOMEOWNER APPEAL – 25411 GALLUP CIRCLE**

The homeowner attended requesting approval to install his solar panels in the open space slope facing La Paz. Relocation to the roof is not practical from a cost or efficiency standpoint.

**Motion:** Holland  
**Second:** Fisk

**Resolution:** To approve the appeal from 25411 Gallup to allow for installation of solar panels in the open space subject to screening the support structure with wood siding and installation of plant material to further screen.

**Ayes:** Bakouras, Fisk, Holland, Presley  
**Nays:** None  
**Abstain:** Blough

The motion carried.

**B. CONSIDERATION OF APPOINTMENT OF NOMINATING COMMITTEE**

**Motion:** Barkouras  
**Second:** Holland

**Resolution:** To appoint Jennifer Portnoff, Carol Hurley and Board Member Alex Presley to serve on the Nominating Committee for the 2018 election.

**The motion carried unanimously.**

**VI. CONSENT CALENDAR**

**Motion:** Fisk  
**Second:** Presley

**Resolved:** To approve Consent Calendar resolutions for agenda items VI-A through VI-D.

**A. CONSIDERATION OF APPROVAL OF OPEN SESSION MINUTES**

**Resolution:** To approve the Open Session Minutes dated February 20, 2018 as presented.

**B. CONSIDERATION OF APPROVAL OF JANUARY 31, 2018 FINANCIAL STATEMENTS**

**Resolution:** To approve the financial statements for the Nellie Gail Ranch Owners Association dated January 31, 2018.

**C. REPORT OF EXECUTIVE SESSION APPROVAL TO COMMENCE FORECLOSURE ON TWO ACCOUNTS**

**Resolution:** To report the March 20, 2018 Executive Session approval to foreclose on the following property to pursue collection of outstanding assessments:

<b>Parcel Number</b>	<b>Due</b>
627-412-07	\$11,306.00
636-341-02	\$13,768.47

Supplemental Delinquency Statistics for the minutes:

- Seven (7) past owner delinquencies total \$2,185 in assessments and \$3,777 in judgments.
- Twenty-one (21) current owner delinquencies total \$53,298 in assessments and \$5,310 in judgements.
- The total current and past owner delinquent assessment balance totals \$55,483.
- The collection attorney is currently working on eleven (11) past and current homeowner accounts to collect on judgments and/or past due balances.
- Total accumulated outstanding assessments total 2.5% of the annual assessment budget.
- Past owner balances written off year-to-date total \$14,717.06.

**D. CONSIDERATION OF WORKERS' COMPENSATION INSURANCE RENEWAL FOR APRIL 1, 2018 THROUGH APRIL 1, 2019**

**Resolution:** To approve renewal of the Workers' Compensation Insurance Policy through State Compensation Insurance Fund via broker Unique Risk for the total amount of \$48,649. Funds are to be paid from Association G/L N17203 Workers' Comp and Equestrian Center G/L NE17203 Workers' Comp.

**The motions carried unanimously.**

**End of Consent Calendar**

**VII. REPORTS**

The following reports were received and filed by the Board: Financial Summary,

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General Manager's, Architectural Review, Communications, Emergency Preparedness, Equestrian Center, Events, Security Ad Hoc, Solar, Swim Center, Tennis Center, Trails, and Landscape.

## VIII. OLD BUSINESS

There was no old business to come before the Board.

## IX. BOARD DISCUSSION ITEMS

### A. CONSIDERATION OF REQUEST TO SCHEDULE BLOOD DRIVE

**Motion:** Holland

**Second:** Fisk

**Resolution:** To allow use of the Clubhouse Parking Lot for a blood drive to be run by Melody and Associates.

**The motion carried unanimously.**

### B. CONSIDERATION OF EPC REQUEST TO CREATE TWITTER AND FACEBOOK ACCOUNTS

**Motion:** Holland

**Second:** Fisk

**Resolution:** To allow the EPC to open accounts on Twitter and Facebook.

**The motion carried unanimously.**

### C. CONSIDERATION OF GARDENING CLUB REQUEST TO SELL HANGING PLANTS AT THE ANNUAL EASTER EGG HUNT EVENT

**Motion:** Presley

**Second:** Holland

**Resolution:** To allow the Gardening Club to sell hanging plants at the Annual Easter Egg Hunt Event with the money to be used to bring in speakers and donate to charities.

**The motion carried unanimously.**

## X. CORRESPONDENCE

The Board reviewed and filed Member correspondence.

**XI. NEXT MEETING**

The next Open Session Board of Directors meeting is April 17, 2018 at 7:30 p.m.

**XII. ADJOURNMENT**

The meeting was adjourned at 8:51 p.m.



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Signature

04/17/2018

Date