

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

TUESDAY, DECEMBER 4, 2018

MINUTES

I. CALL TO ORDER

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

DIRECTORS PRESENT

Alex Presley
Paul Holland
Mark Fisk
John Park
Joyce Taylor

MANAGEMENT

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

II. HOMEOWNER FORUM

A. OPEN HOMEOWNER FORUM

Five (5) homeowners signed in to address the Board regarding trail maintenance, fallen tree on vehicle, Trail and Safety Committee, emergency evacuation plan for animals, compliments on Pony Express articles, compliments on holiday lighting at entrances.

III. EXECUTIVE SESSION REPORT

A. REPORT ON EXECUTIVE SESSION MEETINGS – SEPTEMBER 18, 2018

An Executive Session meeting was held on October 16, 2018

Actions taken included:

- Approval of the September 18, 2018 Executive Session Minutes.
- Reviewed status of legal and enforcement matters.
- Reviewed nuisance report – 27752 Greenfield
- Reviewed nuisance report – 24912 Nellie Gail.
- Consideration of Homeowner Appeal from 27752 Hidden Trail.

- Renewal of Employee Benefits Package
- Renewal of contract service agreement with Chip and Charge, Inc.
- Approval to purchase and installation of park benches
- Approval to purchase playground replacement parts
- Reviewed video surveillance cameras and hardware for Clubhouse and Equestrian Center
- Approval of contract with Boulder Earthwork to perform trail grading and installation of retaining wall on Lost Colt Trail
- Received and filed the September Violation Report.

An Executive Session meeting was held on November 16, 2018

Actions taken included:

- Review of 27752 Hidden Trail Road
- Tennis club membership billing for holiday gift for Tennis Club staff

IV. CONSENT CALENDAR

Motion: Holland
Second: Park

Resolution: To approve Consent Calendar resolutions for agenda items IV-A through IV-E.

The motion carried unanimously.

A. OCTOBER 16, 2018 OPEN SESSION MINUTES

Resolution: To approve the October 16, 2018 Open Session Meeting Minutes as submitted.

B. CONSIDERATION OF APPROVAL OF SEPTEMBER 30, 2018 FINANCIAL STATEMENTS

Resolution: To approve the year-end financial statements for the Nellie Gail Ranch Owners Association dated September 30, 2018 reflecting the following:

The Consolidated Balance Sheet reflects \$3,705,511 in reserve funds, \$1,469,620 in operating funds, \$5,400 in Petty Cash, and \$428,077 in Stall, Trail and Architectural Deposits for a total cash balance of \$5,608,608.

Year to date Assessment Revenue totals \$2,255,750 compared to the budgeted \$2,239,944.

Year to date Total Consolidated Revenue is \$3,798,447 compared to the budgeted \$3,751,373.

The Consolidated Net Loss for the month prior to adjustments for depreciation is (\$75,209) compared to the budgeted of (\$170,940). A loss is anticipated as there are no assessments billed in September. Consolidated Net Income year to date prior to adjustments for depreciation is \$10,344 compared to the budgeted (\$8,138). Year to date reserve funding is \$518,704 compared to a budget of \$435,000. The variance is reserve interest income.

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

Resolution: To report the December 4, 2018 Executive Session approval to authorize turning over the following accounts with outstanding balance to Community Legal Advisors for collection with authorization to foreclose:

Parcel Number	Account #	Assessments Due	Total Amount Due
627-412-03	0372-01	\$1,990	\$2,430
627-031-02	1068-01	\$1,990	\$2,430

To report the December 4, 2018 Executive Session approval to continue with the current foreclosure case for the following Parcel:

636-341-02	0504-02	\$7,823	\$12,445
------------	---------	---------	----------

Supplemental Delinquency Statistics for the minutes:

- Two (2) past owner delinquencies total \$0 in assessments and \$3,777 in assessment judgments.
- Nineteen (19) current owner past due delinquencies total \$42,731 in assessments and \$4,910 in assessment judgements.
- The collection attorney is currently working on ten (10) past and current homeowner accounts to collect on judgments and/or past due assessment balances.
- Total accumulated outstanding assessments total 1.91% of the annual assessment budget.

D. CONSIDERATION OF APPROVAL TO RECORD LIENS ON TWO (2) PROPERTIES

Resolution: To authorize and instruct Management to record a lien on two (2) 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
0366-01	\$1,409
0636-03	\$1,188

E. CONSIDERATION OF WRITE-OFF OF ACCOUNTS

Resolution: To approve write-off of the following account as uncollectible due to discharge of Chapter 7 BK:

- Account #0504-01 in the amount of \$2,615.84 leaving an amount of \$9,608.41 being pursued by Community Legal Advisors.

End of Consent Calendar

V. OLD BUSINESS

No Old Business to Come Before the Board

VI. NEW BUSINESS

A. CONSIDERATION OF APPROVAL OF EVENTS COMMITTEE CHARTER AND APPOINTMENT OF EVENTS COMMITTEE MEMBERS

Motion: Park
Second: Presley

Resolution: To approve the Events Committee Charter and appointment of the following Nellie Gail Ranch Members, subject to signing the Community Leader Code of Conduct Acknowledgement, to serve as Members of the Events Committee through January 31, 2020.

- Loree Blough
- Karen Haugen
- Susan Phillips
- Mark Fisk – Board Member
- Alex Presley – Board Member

The motion carried unanimously.

B. CONSIDERATION OF APPOINTMENT OF TRAILS & SAFETY COMMITTEE MEMBERS

Motion: Presley
Second: Fisk

Resolution: To approve appointment of the following Nellie Gail Ranch Members, subject to signing the Community Leader Code of Conduct Acknowledgement, to serve as Members of the Trails & Safety Committee through January 31, 2020.

- Dolores Caringella
- Donna MacGillivray
- Linda Mudd
- Liz Abdo
- Pamela Fraser
- Viviana Mamolo

The motion carried unanimously.

C. CONSIDERATION OF APPROVAL OF PURCHASE OF AUTOMATIC WATERERS

Motion: Park
Second: Presley

Resolution: The Board tabled the purchase of four-gallon automatic waterers.

The motion carried unanimously.

D. CONSIDERATION OF REPLACEMENT OF LOWER ARENA FOOTING

The Board directed Management to investigate the purchase of a cover for both the upper and lower arenas.

E. CONSIDERATION OF APPROVAL OF PURCHASE OF TRAIL SIGNS

Motion: Fisk
Second: Holland

Resolution: To approve the recommendation from the Trails & Safety Committee for purchase of 204 trail signs from Pacific Redwood Sign Company for signs to identify trail heads, trail intersections and no thru access trails at a cost of \$7,537.11 along with a budgeted contingency of \$5,463 for installation.

The motion carried unanimously.

VII. REPORTS

The following reports were received and filed by the Board: Financial Summary, Architectural Review, Communications, Equestrian Center, Events, Landscape, Solar, Tennis Center, and Trails/Common Area.

VIII. BOARD DISCUSSION ITEMS

None

IX. CORRESPONDENCE

Action: To receive and file homeowner correspondence.

X. NEXT MEETING

The next regular Open Session Board of Directors meeting will be held on Tuesday, January 15, 2019 at 7:30 p.m.

XI. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.



Signature



Date