

**MESA RIDGE TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
Minutes of November 21, 2013**

PRESENT:	Ray Fallon Jane Rivet Fred Gray Jim Arnold	President Vice President Secretary/Treasurer Director
ALSO PRESENT:	Keith Lammey	Association Manager & BMSA Delegate
ABSENT:	Dee Benton	Director

Pre-Meeting Owners Open Forum

In addition to the board members (listed above), twelve other lots were represented. There were no owners open forum comments.

Board of Directors Meeting

The meeting was called to order at 3:04 PM by Ray Fallon, President.

Approval of Minutes

A **motion** was duly made by Jane Rivet and seconded by Fred Gray to approve the September 19, 2013 Board of Directors meeting minutes, as presented. *Passed.*

Approval of Financial Reports through October 2013

A **motion** was duly made by Jim Arnold and seconded by Fred Gray to approve the financial reports through October 2013, subject to audit. *Passed.*

New Business

Review/Approve Resolution to Adopt a Revised Collections Policy

The Association Manager presented and explained the Western Law Group, LLC prepared draft of a revised Collections Policy and further explained that due to recent Colorado Legislation, revisions to the Association's Collection Policy were necessary. Following a protracted review of the eight page document and a brief discussion wherein the Association Manager confirmed that, to the best of his knowledge, this policy met the new requirements, a **motion** was duly made by Jim Arnold and seconded by Jane Rivet to approve the Resolution to Adopt a Revised Policy and Procedure for Collection of Unpaid Assessments. *Passed.*

Review/Approve Audit Report of the Fiscal Year Ended March 31, 2013

The Association Manager presented and reviewed the Audit Report for the fiscal year ended March 31, 2013 which had been prepared by Blair and Associates P.C., Cedaredge, Colorado. The auditor's expressed their opinion that "the financial statements referred to above present fairly, in all material respects, the financial position of Mesa Ridge Townhome Association as of March 31, 2013, and the results of its operations and its cash flows for the year then ended in conformity with accounting

principles generally accepted in the United States of America.” Following a short discussion of the report contents, a **motion** was duly made by Jane Rivet and seconded by Fred Gray to accept the audit report as prepared by Blair and Associates for the fiscal year ended March 31, 2013. ***Passed.***

Discuss Handling of Repair Expenses for 16-19 West Ridge Court

The Association Manager explained that the resident at 18 West Ridge Ct. had complained of low water pressure. Further investigation revealed that a plumber doing work in 17 West Ridge Ct. had noted that the water shut off valve in the main line coming into the four-plex (which is in the crawl space in 17 West Ridge Ct.) had failed and wouldn’t open or close – it just spun. At the Association Manager’s request, Battlement Mesa Metro District checked the three shut off valves in the meter pit but found no problems.

Per the Mesa Ridge declarations, plumbing is a homeowner responsibility. Since this valve shuts off the water for all four units, the Association’s Attorney recommended that the \$521.20 cost be divided and charged to the four respective owners. Before billing this expense to the four owners, the Association Manager requested direction from the board.

Following a few questions and the apparent general consensus among the board members, Ray Fallon directed the Association Manager to invoice the four owners.

216 South Ridge Court Icing Issue

The Association Manager explained the history of the entryway icing problem at 216 South Ridge Court. (A copy of a letter from Judy Jansen, owner of 216 South Ridge was part of the board packet). Further, the Manager explained that heat tapes have previously been installed and the gutters have been repaired numerous times.

Although he admitted that it may seem like an extreme proposal, he explained that one solution might be to install a heated side walk. A \$5,400 bid to install a heated sidewalk was briefly considered. Following an extensive discussion of the problem and the need to correct the issue, a **motion** was duly made by Jane Rivet and seconded by Jim Arnold to delay and concrete modification for now and, instead, always remove the snow from the roof and valley along and over the entryway side walk as soon as possible following a snow storm.. ***Passed.***

Old Business

Committee Reports

Architectural/Landscape Committee

Gene Pickett spoke for approximately 45 minutes, presumably on behalf of the Architectural/Landscape Committee of which he is a member, on a variety of issues ranging from his concerns regarding landscape issues, specifically trees that may blow down, the condition of concrete in the Village, a contractor’s failure to remove his electrical cord following work that was done at 157 South Ridge Ct., his perception of a need to change the way covenant enforcement is handled, what he considers to be less than satisfactory removal of ice on entryways, poor drainage from underground gutter drains, a need for a contact list which includes renter names, the overall poor condition of the gutters and his desire to renew the practice of periodic walk arounds of the community by the landscape committee.

Following Gene Picketts comments, Jane Rivet suggested that a thorough “sprinkler system audit” by an outside specialist in water audits might help the association reduce water costs. Additionally, she commented about what she described as the overall shabby appearance of the common areas because the landscapers waited until late in the fall to clean up all of the fallen leaves instead of doing a thorough leaf clean up multiple times during the time that leaves were falling.

BMSA Delegate

In consideration of the already long meeting and late hour, Keith Lammey, BMSA Delegate very briefly discussed recent BMSA activities.

50 North Ridge Court Expense Reimbursement

Lee Smith presented six requests for reimbursement of expenses in the following amounts: \$171.06, \$266.56, \$1,288.11, \$289.78, \$1,739.45, \$520.00 and \$44.86. The smaller expense amounts related to a) landscape work that was done in the flowerbed at the Mesa Ridge Village main entrance, b) landscape improvements in the arroyo behind 50 – 56 North Ridge Court, and c) landscape repairs between 46 North Ridge Court and 50 North Ridge Court. The larger amounts were from a) repairs to 50 North Ridge Court including siding and gutter replacement and b) 2010 water damage caused by water entering into the lower level of the townhouse at 50 North Ridge Court. The associated investigation of the 2010 water problem was unable to identify the exact source of the water. In his explanation of the expenses, Mr. Smith, explained that he now understands that all exterior property repairs must be approved in advance and arranged through the association and that he will not expect reimbursement in the future if the appropriate procedures are not followed.

Following extensive examination and discussion of the reimbursement requests, a **motion** was duly made by Jim Arnold and seconded by Fred Gray to deny payment of the \$1,288.11 and \$289.11 amounts and to approve payment of the \$171.06, \$266.56, \$1,739.45, \$520.00 and the \$44.86 amounts and authorize the Association Manager to reimburse Mr. Smith for a total of \$2,741.93. ***Passed.***

Adjournment

With no further business to come before the Board, a **motion** was duly made by Fred Gray and seconded by Jim Arnold to adjourn the meeting at 5:32 PM. ***Passed.***