

Northmoor Acres Homeowners Association  
Board of Directors Meeting  
May 25, 2017

The Meeting was held at Berthoud Community Center

Board Members Present: Directors, Hersch, MacFarlane, Rieke, Ruof, Sprague and Tams.

Board Members Absent: Gardner, Overlin and Smith

Meeting came to order at 7:04 p.m.

Meeting chaired by Board President Ruof

**Approval of agenda:** The agenda was reviewed and amended. It was moved, seconded and motion carried to approve the agenda as amended.

**Treasurer's Report**

**Financial Report:** The Board discussed and reviewed the May Board report. It was moved, seconded and motion carried to approve the May financial report.

**Interest Rate Lock:** Treasurer Rieke locked in an interest rate in the Business Flexible Savings Account.

**Dues Refund Check:** Homeowner who lives at 20448 Nolina Court can't find a check issued last year for \$218.90 which was a refund on his 2015-2016 dues. The Board discussed reissuing the check and deducting the stop payment cost.

**Directors and Officer's Insurance Bill Increase.** The insurance increased by 1%. The Board discussed paying the bill.

**CD Renewal.** Treasurer Rieke discussed the 2 CDs that will be maturing and current CD interest rates. The bank is offering a special for a 17 month CD and we don't need those amounts to be available for a while. It was moved, seconded and motion carried to purchase a 17 month CD and then a 12 month.

**Estimated Tax Payments.** Tax payments will be due June 15. Treasurer Rieke was previously authorized to pay the estimated taxes when due and will handle the payments.

**Radical Designs.** The invoice comes out on the day it is due so the payment is always late because of our meeting schedule. The Board discussed paying \$100 this month to catch up and then \$50 per month thereafter. The Board discussed a blanket

approval like we do with the trash. It was moved, seconded and motion carried to pay \$100 today and \$50 per month thereafter.

Signature Cards. President Ruof got all the new signature cards signed and returned to the bank.

Bills:

Barry Zaiger, CPA – Financial and administrative support	\$60.00
Deb Coulson – Neighborhood Committee Garage sale ads	\$84.14
Radical Design - Web page monthly maintenance	\$100.00
Susy Ruof – Postage (stamps)	\$9.80
Ginny Hersch postage - \$1.47	
Recording – 13.00	<u>\$14.47</u>
TOTAL	\$268.41

It was moved, seconded and motion carried to pay the bills.

**Secretary's Report.** The minutes of the April meeting were sent by email to the Board for review. It was moved, seconded and motion carried to approve the April Minutes. They will be posted to the web site.

Release of Assessment Lien for 20204 Cactus Drive. The homeowner paid \$473 which was the amount of all the past due assessments. A lien release was drafted and recorded.

Realtor Letters:

5071 Yucca Court. A letter was drafted and sent to the realtor pointing her to the website and giving HOA contact information.

20957 Northmoor Drive. A letter was drafted and sent to realtor pointing out HOA information and ACC issues with the fencing.

Status Letters to Title Company: Contact with Land Title to give out HOA information.

20649 Staghorn. Drafted a title company closing status letter for the refinance of property.

20957 Northmoor Drive. An email was sent to the owner of the property concerning the construction trash blowing off the property. The owner remedied the problem.

## **Old Business**

### **Covenant Issues:**

20064 Cactus Drive. Additional semi-truck violation on 4-25-17. No response to 2<sup>nd</sup> notice offering a hearing. The Board discussed sending letter and notice of determination of the violation and fine. It was moved, seconded and motion carried to determine there was a violation and impose the first fine of \$25 and send the fine letter.

20487 Nolina Court. Unapproved structure. A letter was drafted regarding the unapproved structure in the back of the property. It was moved, seconded and motion carried to approve sending letter.

20503 Cactus Drive. Unapproved livestock fence. A reminder letter was drafted. There was discussion. It was moved, seconded and motion carried to send the reminder letter.

Deposit Box Inventory. Directors Hersch and Ruof are working on the final inventory list. President Ruof has a copy of the Oil and Gas Lease to put in the box.

Annual Dues Notice. A draft of the invoice to all homeowners was reviewed and approved. Director Sprague will work with Deb Coulson to send the invoices June 5.

CAI Class. A class to be held by CAI in August was discussed.

### **Board Member Duties.**

Director MacFarlane has volunteered to maintain the database. He and President Ruof will also handle MailChimp and interface with Radical Designs. Director Smith will handle the Neighborhood Committee and events.

### **New Business:**

20957 Northmoor Drive Realtor Letter. A letter was drafted to the realtor pointing out that the fencing was not complete and not approved to contain livestock. It was moved, seconded and motion carried to send the letter to the realtor,

20537 Northmoor Drive. There are 3 industrial containers on the property. There was discussion. The Board members will go look at the property. This was tabled.

Alternate Meeting Location in Bad Weather. Director Tams volunteered to hold meetings at her house in the event of bad weather.

Neighborhood Committee. Ariel Gerster volunteered to be on the committee. She will be connected with Director Smith.

Oil and Gas Inquiry. Cody Cerner from Wolf Resources asked about buying our oil and gas. President Ruof replied to the request by phone and drafted a letter for Board approval. There was discussion and the Board decided that we do not need to respond in writing.

Trash Complaint. Tabled.

Executive Session to Discuss Attorney Advice. The Board went into Executive session to discuss attorney advice.

### **Committee Reports:**

Governing Document Committee. The Committee continues to meet.

### **Property Maintenance:**

Greenbelt trees. Take out 6 or 8 dead trees. Check and repair driplines.

Greenbelt walking path repair. Committee needs \$30.00 for fill dirt to come out of this year's budget.

The Committee requests \$1,200 for tree trimming and cleanup of picnic area to come out of next year's budget.

It was moved, seconded and motion carried to approve the above expenditures.

Mowing: Director Sprague will call Dale Alps to see if he will mow and bail the grass but tell him it must be done in June. The Board decided to preapprove up to \$1,000 as an offer for him to do it. If he can't do it or doesn't do it in a timely fashion, the Board will look at hiring someone else. The Board has 3 bids.

Greenbelt Cleanup Day. The work day is June 10. An email should go out to all homeowners with a list of tasks. The concrete ditch will be cleaned, as well as other necessary tasks (taking out dead trees, filling in the path, checking the drip system, etc).

Weed spraying along roadways for goat heads. The Board reviewed a description of the project including notifying the homeowners of a planned program to spray for goat heads, the same as was done last year. The Board approved the project. A letter should be sent to homeowners soon. It was moved, seconded and motion carried to approve the spraying project as described.

Status of moving dirt: Directors Sprague and Gardner will handle this during the cleanup day.

Status of water rental. There was discussion.

Architectural Control: The Board reviewed the ACC report for May and voted to accept it.

New Members report.

20557 Nolina Court. For sale.

20957 Northmoor Drive. For sale.

5071 Yucca. For sale.

Adjourned at 10:00 p.m.

Next meeting June 15, 2017.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Ginny Hersch, Secretary