

Northmoor Acres Homeowners Association  
Board of Directors Meeting  
August 17, 2017

The Meeting was held at Berthoud Community Center

Board Members Present: Directors Gardner, Rieke, Ruof, MacFarlane, Sprague, Smith, Tams

Board Members Absent: Overlin, Hersch

Meeting came to order at 7:08 p.m.

Meeting chaired by Board President Ruof

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

**Treasurer's Report**

**Financial Report:** The CPA needs to revise the categories of May and June report (two checks outside of fiscal year). Will make a new category in report for oil and gas income. Discussion of checks to Travelor's Insurance and Ditch Company, refund for overpayment received from Travelors, check to Ditch Company replaced. Kim and/or Shawn will contact the ditch office to discuss. It was moved, seconded and carried to approve the July financial report, knowing that the CPA may have a minor adjustment. CD renewal will need to be reflected in financial report, question about timing of refund payment. CPA expense going from \$60/month to \$80/month, increase will be covered from Administrative Support category, will correct budget categories near end of fiscal year.

**Bills:**

Barry Zaiger, CPA	CPA	\$80.00
Radical Designs - monthly maintenance	Ditch	\$50.00
Susy Ruof - stamps	Postage	\$19.60
Mitch Cheek - water	Property	\$30.84
TOTAL		\$180.84

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

**Secretary's Report.** The minutes of the July meeting were sent by email to the Board for review. It was moved, seconded and motion carried to approve the July minutes after discussion with CPA. Status letter sent for 20816 Northmoor Drive. It

was moved, seconded and motion carried to approve an addition related to ARC to the regular status or realtor letter (see addendum for content).

Safe Deposit Box Inventory. President Ruof and Director Hersch completed an inventory of the safe deposit box. The inventory was emailed to Board members in July but several did not get it. It will be resent.

### **President/Vice President's Report**

Letter of Authority. Drafted a letter of authority authorizing Directors Gardner and Rieke to review records at ditch/water offices, as requested by Board. One correction was made, letter will be mailed.

Letters/invoices. Mailed letters approved at July meeting, requested a homeowner invoice from CPA, drafted invoice for rental of Ish water and authorization for ditch company to release water to renter.

Computer and Documents from Prior Webmaster. President Ruof will connect with Jim Russo, the prior bookkeeper to retrieve the computer and documents.

### **Old Business**

20064 Cactus Drive. Invoice sent.

20503 Cactus Drive. Closed.

Need training in mail system and reverse 911.

Summer newsletter emailed and hard copies mailed.

### **New Business:**

20204 Cactus Drive: Homeowner requested trash service be restarted. Board contacted trash company, the trash is now being picked up. Email was sent to homeowner to reaffirm same.

### **Covenant issues:**

20336 Northmoor Drive. Work continuing, not yet completed. Tabled.

20487 Northmoor Drive. Tabled.

20287 Northmoor Drive. Tabled.

20286 Northmoor Drive. Tabled.

Executive Session. The Board went into Executive Session to discuss attorney advice. After executive session, the Board resumed the normal Board session.

It was moved, seconded and motion carried to start the paperwork to file a garnishment for 20204 Cactus.

Newsletter: Suggestion of posting the trash guidelines again in the next newsletter.

## **Committee Reports:**

Neighbor Committee. - Director Tams volunteered to chair the picnic. Other Board members will assist, another homeowner also volunteered to help with neighborhood committee, need to check with Terry Showwalter who has done the cooking in the past.

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

Governing Document Committee. The Committee continues to meet. Director Smith volunteered to help look over our insurance policies. There is a new insurance requirement suggested by the attorney, it may already be in our D&O policy but need to review. President Ruof will send electronic copies of our current insurance to Director Smith and Board for review.

## **Property Maintenance:**

Ish water rental. Podtburg requested to rent water, invoice sent/payment received, water company was authorized to run water for him. Discussion of weeds in pond that may need to be cut down. Discussion of running some water into our pond if available later in the year.

Discussion of easements in the subdivision: There is an easement along WCR 11, it may be 30 feet.

Tree Trimming. Director Gardner has received several bids, one more bid coming, to trim in the picnic area/greenbelt, mainly the high branches. It was moved, seconded and motion carried to approve authorizing up to \$2000 for Director Gardner to contract with the best/low bid to trim the trees and schedule a day to have the work done.

Discussion of additions to greenbelt signs. Will refer to Governing Documents Committee for attorney advice, including wording, if additions are recommended.

Additional property issues. Will wait until spring to do any replanting of trees, discussion of new paths in greenbelt, goat head spraying not needed now, discussion of moving of branches/grass near picnic area, moving dirt from ditch cleanup.

## **New Members report.**

20957 Northmoor Drive. For sale.

20336 Northmoor Drive. For sale.

20816 Northmoor Drive, new owner. Still need to get email and contact info.

5077 Brittlebush Court. New listing for sale. Secretary Hersch will send a realtor letter/status letter when needed.

Recommendation to review yearly calendar at September Board meeting.

Adjourned at 9:17 p.m.

Next meeting September 21, 2017.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Susy Ruof substituting for Ginny Hersch, Secretary

Addendum:

Please be aware that Northmoor Acres is a "horse subdivision". However, not all current fencing within Northmoor Acres has been approved to contain horses or livestock and/or may not meet the standard of the current HOA fence policy for horses/livestock. A new owner may need to change or alter some or all of the existing fencing before horses/livestock can be contained on a property.

The current fencing policy can be found within the Architectural Review Committee (ARC) documents on the Northmoor Acres website at [www.northmooracreshoa.org](http://www.northmooracreshoa.org). The ARC Secretary, Joanne Stroud, can be reached at (970) 587-0282 or through [BOD@northmooracreshoa.org](mailto:BOD@northmooracreshoa.org) if there is a question about the status of the current fencing on a property.

Also, the ARC welcomes an interested buyer or purchaser to submit a project plan or idea for fencing or a structure to the ARC prior to closing so they can determine if their plans for the property can be realized.