

Northmoor Acres Homeowners Association
Board of Directors Meeting
November 21, 2019

The Meeting was held at Director Tam's residence.

Board Members Present: Directors Rieke, Ruof, Tams, Hoekstra, Kienholz, Overlin, Hersch (by phone), Gardner.

Board Members Absent: Sprague

Guests for part of meeting: Jerry and Kathy Carson

Meeting came to order at 7:03 p.m.

Meeting chaired by Board President Ruof

Approval of agenda: The agenda was reviewed and it was moved, seconded and motion carried to approve the agenda as revised. October Board meeting was cancelled, this November agenda includes items from both October and November.

Treasurer's Report:

Board Financial Reports:

September and October Financial Reports. The Board financial reports for end of September and end of October, 2019 were reviewed. It was moved, seconded and motion carried to approve the two reports.

Taxes

FY 2018 – 2019. The CPA continues to work to determine how the judgment payoff money is to be allocated. CPA has filed an extension for us. Treasurer is preapproved to pay taxes when due.

Income:

Kerr-McGee. We received a royalty check from Kerr McGee for Northmoor's oil and gas lease for September of \$3,033.62 (9/25/19 by auto-deposit). Did not receive royalty check in October. President Ruof sent email to Anadarko on November 21 and also called/talked to Anadarko representative. Representative said there was an additional ad valorem tax due from 2017 of \$6,461.99, which was more than October royalty, so no check was issued. Representative also explained that when we receive our next check, the tax will be explained on the check stub. If we don't get a check, then we don't get a check stub. Representative thought we would get a reduced check in November. Board decided to wait until next month and address again after we get more information.

Transfer fee. Received \$40 for 20738 Cholla Court (9-27-19).
Received \$40 for 20487 Northmoor Drive (11-1-19)

Bills for October:

Barry Zaiger, CPA	CPA	\$90.00*
Radical Design Monthly Maintenance (\$50)	Web page	\$50.00*
US Postal Service PO Box rent	HOA business	\$64.00*
Royal Disposal quarterly	Trash	\$3540.00*
TOTAL		\$3,744.00

*Already paid, approved by email in October, reapprove in November.
It was moved, seconded and motion carried to reapprove paying the October bills.

Bills for November:

Barry Zaiger, CPA	CPA	\$90.00
Radical Design Monthly Maintenance	Web page	\$50.00
Joanne Stroud ACC computer software yearly	Office	\$66.99
Terrain Land Surveying	Property	\$175.00
Kim Gardner Water	Property	\$15.31
Mitch Cheek Water (10,688.65 gallons)	Property	\$38.56
Susy Ruof Stamps - \$22.00 Water - \$14.77 (4001.10 gallons)	Postage Property	\$36.77
TOTAL		\$472.63

It was moved, seconded and motion carried to approve paying the November bills.

Secretary's Report.

Minutes of prior months will be sent by email to be approved.
Status letter for 20487 Northmoor Drive.

President/Vice President's Report.

President Ruof drafted letters/emails; letters/invoices mailed; Reviewed correspondence received:

20064 Cactus Drive. October & November invoices mailed
Sent hard copy letters by US mail/also made phone calls to request correct emails and phone numbers for 11 homeowners. Updated spreadsheet and

MailChimp, transferred database to Director Hosktra, discussed adding a notes column to the database.

Revised letter to all homeowners re the suspended 2019-2020 dues.

Mailed approved letters to 7 homeowners on Sept 27

Placed cancellation of October Board meeting and change of venue notice for November Board meeting on website

Old Business Covenant Issues:

20966 Northmoor Drive. Ongoing issue concerning condition of property. Follow up letter of September 25 was approved/sent, response date was October 25, no response received as of November 21, follow up letter of Nov 21 offering a hearing was approved to be sent, response date of Dec 21.

20727 Catclaw Court. Horse fence repair issue, Board approved following the next step in the process depending on whether the fence has been completely repaired, a Board member volunteered to inspect and let us know.

20457 Northmoor Drive. Possible three horses, letter drafted and approved, still need picture then will send letter to homeowner.

20097 Northmoor Drive. There is an unapproved structure on the property. The ACC contacted the homeowner and was told that the structure will be removed when they move. The ACC is requesting that the title company be notified prior to closing that there is an open ACC matter.

20059 Northmoor Drive. Unsightly and unsanitary letter, Board approved sending the standard initial letter.

5411 Sage Court. Unsightly and unsanitary, Board approved sending the standard initial letter.

Old Business Other:

Discussion of reverse 911 system training, Directors Hoekstra and Kienholtz have volunteered to learn the system.

New Business Covenant Issues:

5071 Yucca Court. Possible home window business/receiving large truck deliveries at the house. Hold and investigate.

5131 Yucca Court. Possible home lawn service business in summer, signage outside home in summer, branches brought to burn on property, noisy engine repairs/testing. Hold and investigate.

20034 Cactus Drive. Possible occupied trailer. Hold and watch.

20027 Northmoor Drive. Possible home HVAC business, deliveries of equipment coming onto driveway. Hold and investigate.

20226 Northmoor Drive. Possible hay selling business, very large hay stack of big bales in back of property with haying equipment. A motion was made, seconded and approved to write initial violation letter re home business.

The Board decided to draft a standard home business violation letter for each of the possible home business properties discussed and the Board will review at the next meeting.

Board has received a complaint from a homeowner about a dog running in the greenbelt that is with the owner but off leash and jumping on him. So far not able to identify the dog or owner.

Other issues:

Discussion of various inspection and violation notification processes used by different HOAs. Written complaint process, regular inspections, Board receives information and then does own inspections, etc. Will continue discussion on home businesses and governing document rewrite.

Plan for Board Meeting/Christmas party on December 19 was discussed.

Thanks to Director Kienholtz for sending out notice of Berthoud interchange plan. Thanks to Director Hoekstra for sending out information about the broadband survey results.

Committee Reports.

Neighborhood Committee. No report.

Broadband Committee. Results of survey sent to Board.

Architectural Control Committee (ACC). The ACC reports for October and November were distributed by email and hardcopy. It was moved, seconded and motion carried to accept both ACC reports. The ACC report requested that the Board write and send several letters, there was discussion. The Board approved the Board sending one of the letters (20336 Northmoor Drive) and referred two of the letters back to the ACC.

Governing Documents. Documents are with the attorney.

It was moved, seconded and motion carried to adjourn.

Adjourned at 9:46 p.m.

Next meeting December 19, 2019.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Susy Ruof, President, for Ginny Hersch, Secretary