

Northmoor Acres Homeowners Association
Board of Directors Meeting
October 20, 2016

The Meeting was held at Berthoud Community Center

Board Members Present: Directors Coulson, Gardner, Hersch, MacFarlane, McCollum, Rieke, Ruof, Rutt and Sprague

Board Members Absent: None.

Meeting came to order at 7:00 p.m.

Meeting chaired by Board President Ruof

Executive Session:

The Board met in executive session to hear a report from Melissa Garcia of HindmanSanchez who reported on the review she conducted of all of Northmoor governing documents and discussed with the Board, her recommendations and costs for draft new governing documents.

The Board discussed the presentation and the next step. It was moved, seconded and motion carried to hire HindmanSanchez to rewrite and update our governing documents. We have a \$10,000 budget, approved by the membership. The choice was to opt for flat fee service for the cost of \$6,900. The first draft will be covered by our payment of \$1,500 for document review.

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

New Business:

Board Emails. Discussion regarding Board emails and test sent out 6 p.m. October 20, 2016 to see who received them. Director Coulson will coordinate with Jim Russo to improve this.

Rules and Regs. It was moved, seconded and motion carried for the Document Review Committee to draft Rules and Regs. A notice will go out in the newsletter asking for anyone interested to sign up to help the committee. There was discussion regarding the process.

Reasonable Standards. There was a discussion regarding reasonable standards and how to define.

Enforcement Letters:

Temporary Structure: Temporary canvas structure at 5378 Ocotillo Court. A draft letter was circulated to the Board for review. It was moved, seconded and motion carried for a letter to be sent.

Temporary Canvass Structure and 3 Horses: 20727 Catclaw. A letter was sent regarding the canvass structure and 3 horses and the homeowner responded. It was moved, seconded and motion carried to send an acknowledgement letter and close the matter.

Horses in Unapproved Fence: 20503 Cactus Drive Horses grazing in unapproved yard. A letter was sent. The horses have not been seen in the area and the wire was removed. A thank you letter will be sent and the matter closed.

8 horses additional letter: 20957 Northmoor Drive. There was discussion regarding further action and the necessity of sending letter regarding the continuing violation of Covenant 2 (8 horses). A letter for notifying the homeowner of the imposition of the next fine on the fine schedule of \$50 was drafted and circulated. It was moved, seconded and motion carried to approve the letter. Late fees of \$5.00 per month accrue on the \$25.00 fine.

Small Claims Lawsuit: 20957 Northmoor Drive. It was moved, seconded and motion carried to file a small claims lawsuit regarding Covenant 2 violation. Director Gardner offered to help with the complaint. President Ruof asked for authorization to consult with an attorney for assistance in conducting the enforcement action.

Unapproved Fence, horses grazing in yard: 20957 Northmoor Drive. The Board discussed the fact that the fence was never properly constructed and the ACC was never able to close the file as completed despite numerous letters. It was moved, seconded and motion carried for the letter to be sent.

Responses Letter Sent October: 20336 Northmoor Drive. It was moved, seconded and motion carried to approve the letter sent to homeowner re responses to her emails.

Potbelly Pig. Discussion.

Covenant Change More than 2 horses: Discussion.

Treasurer's Report

September Financial Report. It was moved, seconded and motion carried to approve the report.

Activity Report:

There was a Federal Tax refund for \$3,625.38 for overpayment of estimated tax.

\$10,000 CD opened October 14, 2016. This will serve as a reserve account.

Pay the bills.

Bills:

Barry Saiger, CPA – financial and administrative Support	\$60.00
Postmaster – Postage and P.O. Box rent	\$52.00
HindmanSanchez Professional Fees	
Governing Document rewrite	\$1,595.00
General legal fees	\$124.00
Royal Disposal (previously approved pd 10/5)	
For 11/16 – 1/17	\$3,450.00
Terry’s Tractor Service – Greenbelt maintenance	<u>\$1,600.00</u>
TOTAL	\$6,971.00

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

OLD BUSINESS

Covenant Violation:

5411 Sage Court Shipping Container

Discussion of Hearing date and what Board members could attend the hearing.

20167 Northmoor Drive Pot belly pig: There was discussion regarding swine.

Secretary’s Report:

September minutes were sent out by email for approval. It was moved, seconded and motion carried to approve the September Minutes.

Increasing Capacity of Webhosting. Our .4 gigabyte webhosting is at capacity. The webmaster recommends that we increase our plan up to a capacity of 4 gigabits. This upgrade would cost an additional \$50 per month but is necessary for better performance. It was moved, seconded and motion carried to upgrade our plan and increase capacity to 4 gigs.

Property Maintenance:

Director Sprague gave the report.

Greenbelt Mowing: The greenbelt was mowed by Terry’s Tractor Service.

The Tree Guy Evaluated Greenbelt Trees. There was discussion regarding work in the greenbelt including cleanup of dead trees, pruning existing trees and taking out Russian Olives. The Tree Guys recommended that we have a full crew to do all the work at once for a cost \$1,600. If approved, we need to call him next May, June or July.

Dirt. There is extra dirt from the cleanup of the dirt ditch. Director McCollum planned to get the dirt.

Watering Greenbelt Trees. Director Gardner has run some water on the trees. He is working on repairing leaks of the water system.

ACC Report. ACC Secretary Stroud did not attend the meeting but prepared a report for Board review. It was moved, seconded and motion carried to approve the ACC Report for October.

The remainder of the agenda is tabled.

Adjourned at 10:08 p.m.
Next meeting November 17, 2016.

NORTHMOOR HOMEOWNERS ASSOCIATION

By: Ginny Hersch, Secretary