

**Regular SFTR POA Board Meeting**  
**October 7, 2023, 11:20 am**  
**Metro Operations Center**

**Board of Directors:** Robert L. Scott, Rick Kinder, Mark Thomas, Carol Smith, Carlin Craig, Bill Nielsen, Bill Latham, Ken Dixon, Scott Tollefson

**Guests:** 26 in attendance

**Call to Order:** 11:20 am

**Proof of Notice:** On Website, in mailing, and on Calendar

**Roll Call/Determination of Quorum:** Bill Latham and Carlin Craig are absent; all 7 others present; Quorum achieved.

**Election of Officers:**

President - Bob Scott

Vice President - Rick Kinder

Treasurer - Mark Thomas

Secretary - Carol Smith

**Committee Assignments:**

The Communication Committee will now be chaired by John Gerald. Bill Nielsen will remain as a member of that Committee.

All other Committees will remain the same for chairs with the exception of the following:

With Scott Tollefson joining the Board and no Committees open for chairs, the Board decided to split the committees that Bill Latham chairs. Bill Latham will now chair the Preparedness Committee and Scott will take over the Weed Control/ Common Area aspect.

**Meeting Dates for next year:**

December 2, 2023

February 3, 2024

April 6, 2024

June 1, 2024

August 3, 2024

October 5, 2024 - Annual POA Meeting, followed by regular POA Board Meeting

**Submission of Committee Preliminary Budget requests of 2024**

Budget requests for 2024 were submitted before this meeting to Mark Thomas for creating preliminary budget to be reviewed. Mark shared the notes as he used the budgetary requests as submitted. The FHWMC budget has increased to allow for expected expenditures. There is now a reserve line item for "Future Projects" which may need to be identified more specifically as the Board reviews the new state laws regarding budgets for carryovers or "slush funds". A placeholder is listed in case we have grazing; there is an increase in weed control funds; and an increase for Abby Tamburelli's pay.

There will be increases in costs for most items of payment due to inflation to factor in, and we know there is an expected 8% increase in road base and a 46% increase in truck delivery for road base and gravel.

The CPI at this point is around 5%. If the POA Board increases the dues 5%, that would amount to \$45 per lot per year to help compensate for expected cost increases.

This meeting the preliminary budget was presented for review and is attached to these minutes. The budget will be voted on by the POA Board at the December 2 Meeting. Owners are not able to vote on the budget, but can give questions and input to Mark and to the board between now and the time of vote in December.

Of note is we no longer have a CPA firm for next year, but we are checking into new firms.

**No New Business.**

**Meeting Adjourned at 12:00 noon.**

Santa Fe Trial Ranch POA									
Revenue and Expense Summaries 2023 and 2024 Budgets									
January to August 2023 Actuals and September to December Estimates and 2024 Requested / Preliminary Budgets									
			January to August Actuals	Estimated September to December	Total 2023	Original 2023 Budget	Estimated Over (Under) Budget	Requested / Preliminary 2024 Budgets	2024 Budget Notes
<b>General Income:</b>									
			\$ 148,070	\$ -	\$ 148,070	\$ 148,070	\$ -	\$ 115,676	It has been the practice of the Ranch since 2005 to allocate any excess carryover from year to year for road maintenance
			\$ 15,420	\$ -	\$ 15,420	\$ 15,420	\$ -	\$ 8,458	Carried over from unused 2023 budget
			\$ (99,737)	\$ -	\$ (99,737)	\$ (99,737)	\$ -	\$ (100,000)	This is a general reserve for future projects which have yet to be identified and could be used for expanded Road Maintenance and Improvements or other projects approved by the Board that can benefit the Ranch
			\$ 403,623	\$ -	\$ 403,623	\$ 403,623	\$ -	\$ 424,008	Estimated at 5% over 2023 based on expected CPI at the end of 2023 - 453 lots at \$936 per lot
			\$ -	\$ (11,133)	\$ (11,133)	\$ (7,500)	\$ (3,633)	\$ (5,000)	Expectations are to increase collection efforts including possible foreclosures in 2024
			\$ 467,376	\$ (11,133)	\$ 456,243	\$ 459,876	\$ (3,633)	\$ 443,142	
<b>Other Income:</b>									
			\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500	Consistent with 2023 and previous years
			\$ 5,640	\$ 400	\$ 6,040	\$ 5,400	\$ 640	\$ 6,000	Consistent with 2023 and previous years
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	Placeholder
			\$ 3,114	\$ 300	\$ 3,414	\$ 1,400	\$ 2,014	\$ 3,400	Consistent with 2023
			\$ -	\$ 900	\$ 900	\$ 2,000	\$ (1,100)	\$ 900	Consistent with 2023
			\$ -	\$ 300	\$ 300	\$ 300	\$ -	\$ 300	Consistent with 2023
			\$ 8,754	\$ 2,400	\$ 11,154	\$ 9,600	\$ 1,554	\$ 13,100	
			\$ 476,130	\$ (8,733)	\$ 467,397	\$ 469,476	\$ (2,079)	\$ 456,242	
<b>Communications</b>									
			\$ 3,950	\$ 600	\$ 4,550	\$ 5,560	\$ (1,010)	\$ 5,560	Includes \$3,760 in website upgrades
			\$ 854	\$ -	\$ 854	\$ 850	\$ 4	\$ 1,055	Estimate
			\$ 756	\$ 432	\$ 1,188	\$ 1,296	\$ (108)	\$ 1,296	Consistent with 2023
			\$ 571	\$ 84	\$ 655	\$ 342	\$ 313	\$ 289	Consistent with 2023 and previous years
			\$ 6,132	\$ 1,116	\$ 7,248	\$ 8,048	\$ (800)	\$ 8,200	

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<b>Forest Health/Wildfire Mitigation</b>									
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	1990 Sun Trailer Purchase		\$ 1,500	\$ -	\$ 1,500	\$ 2,800	\$ (1,300)	\$ -	
	Fuel Tank & Stand		\$ 500	\$ -	\$ 500	\$ -	\$ 500	\$ -	
	Equipment Rental		\$ 2,322	\$ 6,000	\$ 8,322	\$ 17,000	\$ (8,678)	\$ 68,800	A total of 25 miles of roads are to be mitigated with 8 miles of that requiring equipment rental and contractor support at \$8,600 per mile  Chipper supplies at \$951, Fuel and other misc. supplies at \$2,970
	Mapping		\$ 1,488	\$ -	\$ 1,488	\$ -	\$ 1,488	\$ -	
	Mitigation Supplies		\$ 1,356	\$ 4,000	\$ 5,356	\$ 2,000	\$ 3,356	\$ 3,921	
	Chain-link pen for equipment storage		\$ -	\$ -	\$ -	\$ 3,000	\$ (3,000)	\$ -	
	Owner education mailings		\$ -	\$ -	\$ -	\$ 500	\$ (500)	\$ -	
			\$ 7,165	\$ 10,000	\$ 17,165	\$ 25,300	\$ (8,135)	\$ 72,721	
<b>Chipper Maintenance</b>									
	Oil & Filters		\$ 155	\$ -	\$ 155	\$ -	\$ 155	\$ -	Included above for 2024
<b>Weed Control</b>									
	Weed Chemicals		\$ 1,122	\$ 400	\$ 1,522	\$ 2,000	\$ (478)	\$ 2,500	Estimated expansion of locust spraying
	<b>Total Forest Health/Wildfire Mitigation</b>		\$ 8,442	\$ 10,400	\$ 18,842	\$ 27,300	\$ (8,458)	\$ 75,221	
<b>Administration:</b>									
<b>Lien Fees</b>									
	Las Animas County Clerk		\$ 52	\$ 200	\$ 252	\$ 250	\$ 2	\$ 275	Consistent with 2023 and previous years
<b>Post Office Expense</b>									
	Stamps		\$ 378	\$ 300	\$ 678	\$ 200	\$ 478	\$ 750	Consistent with 2023 and previous years
<b>Mileage Expense</b>									
	Mileage		\$ 114	\$ 100	\$ 214	\$ 1,000	\$ (786)	\$ 1,000	Consistent with 2023 and previous years
									Place holder if needed for compliance with agreement with railroad
	<b>Bridge Inspection</b>		\$ -	\$ -	\$ -	\$ 10,000	\$ (10,000)	\$ 10,000	
<b>Credit Card Fees</b>									
	Service Charge		\$ 4,052	\$ 1,100	\$ 5,152	\$ 5,900	\$ (748)	\$ 5,200	Consistent with 2023

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	<b>Income Taxes</b>	\$ -	\$ -	\$ -	\$ 300	\$ (300)	\$ -	Expected to be zero for 2024	
	<b>Accounting</b>								
	Abby Tamburelli - Bookkeeping Fees	\$ 5,280	\$ 2,640	\$ 7,920	\$ 7,920	\$ -	\$ 8,316	Requesting a 5% increase over 2023 rates due to inflation	
	Dixon, Waller, and CO. - Audit Fees	\$ 1,000	\$ -	\$ 1,000	\$ 1,250	\$ (250)	\$ 2,500	Former CPA Firm ceased doing reviews - expect new firm will be at a higher rate due to increased government regulations and insurance costs	
	Tax Return Filing	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500	Same as 2023	
	Discretionary Bookkeeper Bonus	\$ -	\$ 750	\$ 750	\$ 750	\$ -	\$ 750	Same as 2023	
		\$ 6,280	\$ 3,890	\$ 10,170	\$ 10,420	\$ (250)	\$ 12,066		
	<b>Supplies</b>								
	Ink, Checks, envelopes	\$ 934	\$ 400	\$ 1,334	\$ 3,000	\$ (1,666)	\$ 2,000	Consistent with 2023 and previous years	
	<b>Insurance - Other</b>								
	Insurance Policies	\$ 652	\$ 13,800	\$ 14,452	\$ 7,500	\$ 6,952	\$ 15,000	5% above 2023 actual rates - Note - 2023 is overbudget as a year end payment was missed in the original budget	
	<b>Legal Fees/Other</b>								
	Legal Fees	\$ 693	\$ 1,500	\$ 2,193	\$ 15,000	\$ (12,807)	\$ 5,000	Estimate	
	<b>Property Taxes</b>								
	Las Animas County Treasurer	\$ 529	\$ -	\$ 529	\$ 550	\$ (21)	\$ 550	Estimate	
	<b>Total Administration</b>	\$ 13,685	\$ 21,290	\$ 34,975	\$ 54,120	\$ (19,145)	\$ 51,841		
	<b>Common Area:</b>								
	<b>Road/Bridge/Culvert</b>								
	Heath Andreatta Excavation LLC	\$ 57,505	\$ 62,000	\$ 119,505	\$ 133,500	\$ (13,995)	\$ 125,000	5% above 2023 actual rates	
	Leone Sand and Gravel	\$ 53,217	\$ 62,000	\$ 115,217	\$ 178,000	\$ (62,783)	\$ 125,000	5% above 2023 actual rates	
	Other Expenses - Culverts, etc.	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	Same as 2023	
	Discretionary Equipment Operator Bonus	\$ -	\$ 750	\$ 750	\$ 750	\$ -	\$ 750	Same as 2023	
		\$ 110,722	\$ 129,750	\$ 240,472	\$ 317,250	\$ (76,778)	\$ 255,750		
	<b>Snow Removal</b>								

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	Heath Andreatta Excavation LLC		\$ 10,730	\$ 7,500	\$ 18,230	\$ 30,000	\$ (11,770)	\$ 30,000	Estimate - this is dependent on actual work needed based on snowfall
	<b>Building/Equipment/Signs - Other</b>								
	Scanner		\$ 135	\$ -	\$ 135	\$ -	\$ 135	\$ -	
	Trash Can Lid Modifications		\$ 1,044	\$ -	\$ 1,044	\$ 1,250	\$ (206)	\$ -	
	Other Items		\$ -	\$ -	\$ -	\$ 4,250	\$ (4,250)	\$ 5,000	Estimate - Place holder
			\$ 1,179	\$ -	\$ 1,179	\$ 5,500	\$ (4,321)	\$ 5,000	
	<b>Trash Disposal</b>								
	Twin Enviro Services		\$ 12,960	\$ 6,480	\$ 19,440	\$ 18,000	\$ 1,440	\$ 20,500	5% above 2023 actual rates
	<b>Conservancy Lease</b>								
	Annual Lease Fee		\$ 730	\$ -	\$ 730	\$ 658	\$ 72	\$ 730	Same as 2023
	<b>Phone/Utilities</b>								
	Al's Gas Service		\$ 3,273	\$ 900	\$ 4,173	\$ 4,100	\$ 73	\$ 4,400	5% above 2023 actual rates
	Mobile Email		\$ 315	\$ 180	\$ 495	\$ 500	\$ (5)	\$ 500	Same as 2023
	San Isabel Electric		\$ 3,021	\$ 900	\$ 3,921	\$ 4,000	\$ (79)	\$ 4,100	5% above 2023 actual rates
			\$ 6,608	\$ 1,980	\$ 8,588	\$ 8,600	\$ (12)	\$ 9,000	
	<b>Total Common Area</b>		\$ 142,929	\$ 145,710	\$ 288,639	\$ 380,008	\$ (91,369)	\$ 320,980	
	<b>Total All Expenses</b>		\$ 171,188	\$ 178,516	\$ 349,704	\$ 469,476	\$ (119,772)	\$ 456,242	
	<b>Net</b>		\$ 304,942	\$ (187,249)	\$ 117,693	\$ -	\$ 117,693	\$ -	