

**Santa Fe Trail Ranch POA**

**BOARD MEETING**

February 22, 2003

Trinidad State Junior College, Sullivan Room

**Board Members:**

George Gonzalez  
Ed Hockett  
Rick Johnson  
Monica Leche  
Diane Rader  
Mike Shelton  
Harriet Vaugeois  
Jerry Withington

**Guests:**

Rich Babnick  
Jim Davis  
Michelle Minion  
Lee Phelan  
Carol Rawle  
Bob Santoro  
Fred Vaugeois

**Also Present**

Bill Quigley

- I. CALL TO ORDER - President Rick Johnson called this regular meeting of the Board to order at 9:00 A.M.
- II. PROOF OF NOTICE - Bill Quigley reported that notice of the meeting had been given at the last meeting in November fulfilling the requirement of providing advance notice.
- III. INTRODUCTION AND ROLL CALL - Mr. Quigley called roll and found all present except George Gonzalez who arrived shortly.
- IV. DETERMINATION OF QUORUM - Seven of eight members were present at this time establishing a quorum.
- V. APPROVAL OF MINUTES OF PREVIOUS MEETING - Mr. Shelton moved that the minutes be approved. The motion passed.
- VI. APPROVAL OF MONTHLY FINANCIALS - Treasurer, Diane Rader, noted that the Financial reports from 2002 were still being amended and corrected, so they are still in progress. She pointed out that 55% of the membership dues had been received in January. There will be an increase in the amount received because of the CPI increase and the reclassification of fifteen properties to the improved status. There was a brief questioning about the classifying of property D - 33 as improved. The feeling was it should be. Mr. Withington then moved that the financial report be accepted. The motion passed.
- VII. OLD BUSINESS
  - A. Committee Reports:
    1. Common Area: Mr. Shelton announced that any property owner installing a new driveway must contact the Road Committee. He asked that this announcement be placed prominently on the web site and disseminated thoroughly.

He continued by moving that Schrepfer Industries be accepted as the new road contractor for the Ranch. He explained that Matt Ciarlo had verbally resigned in December. Despite several assurances that he would submit a written resignation, none ever arrived. When thirty days elapsed from the date of Mr. Ciarlo's verbal resignation bidding for a new contract was let to nine potential companies. Seven of these submitted sealed bids, and three attended the public opening of bids on January 6. The bids were reduced to two finalists. Over the next two weeks the two finalists were investigated in further detail. The investigation revealed that Schrepfer industries would best suit the Ranch's needs for several reasons including that their prices would remain the same for three years, and that since they were the contractors hired to complete the water system, there would be less duplication and better coordination of effort. Ms. Vaugeois wondered if working for the Metro District and POA at the same time and place would cause confusion in billing. Mr. Shelton responded that he did not think it would. Guest Jim Davis, President of the Metro Board, added that Schrepfer has had a system in place for some time using Palm Pilots, so that the division of labor on any given day may be separated and calculated. Ms. Rader questioned whether Schrepfer's work elsewhere would prevent them from responding quickly to remove snow. Mr. Shelton noted that Schrepfer is very well organized and could easily deal with the irregular events the weather could create. This is especially true because we are their only snow removal customer. The other finalist was extremely well organized, but already was responsible for 350 miles of snow removal before us. After hearing the report and discussion the Board voted to authorize that the road contract be given to Schrepfer industries.

President Johnson commended Mr. Shelton and the Road Committee for their work in the transition of road contractors. Sadly he reported that he had been served papers to garnish the wages of our former road contractor for failure to pay a creditor. There was some questioning whether a lien could be applied to the materials already placed on the Ranch's roads. Mr. Quigley volunteered to research the issue.

Next, Mr. Shelton reported that he had been contacted by Dave Roybal. Mr. Roybal wishes to complete the work he was paid for last summer before the fencing project was quickly abandoned. Now that fire conditions are diminished, it would be a good time to do the work. Mr. Shelton conferred with Bill Wenstrom and determined two checks were written last summer: one to Mr. Roybal for fence installation and one to Terry Surveying to establish the boundaries. Both owe service for work not completed. We still need to fence a short boundary with Vermejo and a longer boundary with Ray Whitmire's Ranch. It appears the amount budgeted for fencing this year joined with the services we are owed could be sufficient to complete the fencing of the boundary with Vermejo. Ms. Vaugeois moved that the Board endorse the completion of the Vermejo section, and seek refunds for money previously spent on the fencing project for the Whitmire boundary. The refunds should be applied to completing the Vermejo section. The motion passed. Mr. Shelton delegated the project to Mr. Withington to pursue.

2. Emergency Services: President Johnson recognized guest Michelle Minion, Chair of the Emergency Services Committee, to provide a report. Ms. Minion reported that the committee has many active members this year. The committee is working on improving neighborhood watch, holding area meetings, and planning a mock evacuation drill. It was

noted that a PC has not yet been donated that could be used to operate the surveillance cameras. After inquiring about the details, Mr. Quigley said he would check on the specifications of the computers they will rotate out of service this year. On behalf of the committee Ms. Minion requested that gates similar to the original manual gates be reinstalled at the entrance. Discussion followed revolving around the history of gates at that location, the function of the surveillance cameras, and the placement of signage on the gates. Guest Carol Rawle observed that reflective tape would be essential for such a gate. Ms. Leche then moved that two manual gates be reinstalled at the entrance: one to be left closed, and the other left open. A no trespassing sign should be placed on the closed gate, and both gates should be clearly marked with reflective tape. Any expense for the project should be charged to the Emergency Services Committee. The motion passed.

3. Budget Committee: Ms. Rader reported on the recent meeting whose minutes are posted on the web site. In the future the effort will be to hold Budget Committee meetings as much as possible in conjunction with Board meetings. She is preparing instructions which she will place on the web site to aid future treasurers as they assume the position. She reported the preliminary budget was reviewed at the committee meeting, and no changes have been recommended at this time. Ms. Vaugeois moved that the 2003 Budget be approved. The motion passed. Ms. Rader concluded by announcing that she would be switching back to accrual basis accounting for doing financial reports.
4. Covenant Committee: Ms. Vaugeois reported that the committee had met and formulated a policy on enforcement. Lee Phelan had read the committee's resolutions, however, and did not feel they were addressing the issues he asked to be considered. Subsequently, he submitted a nine page letter for the committee's consideration. They will be reviewing the letter when they meet in March. Ms. Vaugeois also reported that the committee is heavily involved in developing a definition of "mobile home" including what is acceptable on the Ranch as a permanent dwelling, and what is acceptable on a short-term basis. They hope they will be able to share this definition with local realtors to prevent misunderstandings.
5. Communications Committee: Mr. Gonzalez, chair of the committee, reported that since the last meeting the forum on the web site had been taken out of service. Shortly, however, new use guidelines were established and implemented allowing the service to go back on line. The committee is also working on making sure a new owner packet is made available to all new owners. The committee is waiting on the production of the new Emergency Services Handbook to complete the packet. It will be available on the web site, and in paper copy for those members not using computers.

## VIII. NEW BUSINESS

- A. J - Lots: President Johnson began the discussion by stating that the inclusion of J - Lots into the Metro District was not a POA issue. Jim Davis speaking in his capacity as President of the Metro Board advised Mr. Quigley to make copies for all Board members of the Land Use Agreement which was created in 1997 at a meeting between the Developer, Mr. Baldwin, and the POA Board. The agreement resolved issues such as mineral rights, use of ponds, the gas well, equipment storage, signage, and other such issues. At that time the J - lots were excluded from

the POA, but language was included to allow for the reincorporation of these lots into the POA. Meanwhile, the Metro District boundaries already include the J - Lots. Guest Rich Babnick speaking for Mr. Baldwin's Company explained they have no divisive plans, and intend to bring lots J - 1, 2, and 4 into the POA without delay. The homes currently under construction on these lots are 3,400 square foot single family residences. There are no plans to build two residences on the lots, although a barn may be built on one of the lots. Mr. Shelton wondered if the Land use agreement would remain valid for those lots readmitted to the POA observing there are some substantial differences pertaining to signage, land use and other concerns between the Agreement and the POA Covenants. Mr. Davis recommended that a meeting between the POA, Metro Board, and the Baldwin Company be set up to resolve this question. President Johnson agreed, and designated himself and Messieurs Withington and Shelton to represent the POA at such a meeting. Mr. Davis, Will Potter, and Tom Stephens would represent the Metro Board, and Mr. Babnick and/or Mr. Baldwin would represent the Baldwin Company. The date of the meeting will be determined, but it will be at the Starkville Fire Station open to the public, so all those interested may attend.

B. Board Meeting Schedule and Administrative Issues:

1. Board Vacancy: President Johnson read into the record a letter ([Appendix A](#)) which was the written confirmation of a conversation between Bob Santoro, Mr. Shelton, and himself. He received a subsequent phone call from Mr. Santoro indicating his interest in rejoining the Board under certain conditions. In view of the request that conditions be met, President Johnson requested a written statement from Mr. Santoro. As of the meeting date, no response had been received. Since Mr. Santoro was present, the President asked if he wished to resume his position on the Board. He indicated that he did provided the Board apologize publicly for its actions, and that official record of the actions against him be erased. The President affirmed that the letter read into the official record was an apology for the Board using an improper procedure to remove him. As for erasing official record, he did not believe that was possible to do. This was the best the Board could do to meet his conditions. Mr. Santoro accepted the response and resumed his position on the Board.
2. Meeting Schedule: The next scheduled Board meeting falls on Easter weekend. This scheduling did not seem appropriate, so the meeting date was changed to April 26. Future meetings will be on June 21, August 6, and at the annual meeting.
3. Absence of the President: President Johnson anticipated his absence at the June meeting. Mr. Shelton will also be absent at that time. Mr. Gonzalez is checking his schedule to make sure that he will be able to chair this meeting.

C. By - Law Compliance: Mr. Quigley expressed his concern that the state is moving toward the creation of legislation similar to the Sunshine Laws which would apply to private groups. He cautioned the Board about unofficial meetings, and observing proper notification procedures for all Board and committee meetings. He will attend a conference in May on this subject and will report what he learns.

D. Membership Dues Policy: Ms. Rader was concerned that the Covenants require that an interest

charge of 18% be applied when a property owner is 30 days overdue for payment of membership dues. Still, a small group of owners are paying late or in installments without paying interest charges. The Board struggled with how the policy could be applied equally to all members without abruptly changing the way some members were accustomed to paying their dues. Jim Davis observed that interest had been forgiven in the past for some owners who were experiencing personal difficulties. This forgiveness, however, was never meant to be perpetual. Mr. Quigley stated that his office knew who the people were and as an impartial intermediary, he would assume the responsibility of notifying everyone about the requirement of paying interest charges on overdue membership dues.

- E. Water System Update: Mr. Davis reported that a letter from the Metro Board explaining the current situation had been placed on the web site and a paper copy had been sent to all property owners. Currently Schrepfer Industries is starting at the North end and moving South installing air bleeding mechanisms. Many of the leaks OPEC thought they detected are in fact a problem of air compaction which was not bled out. As they work, they are finding many improper saddles which were not sealed, sealed improperly, or damaged that created leaks. These are being repaired as they go. They hope to complete this work by the end of March. Then, leak testing will take place. The city of Trinidad will assist in the sanitization. Schrepfer is working on good faith while the documents at International Bank are being prepared. The Metro Board has applied for grants to get a lower rate of interest on the loan, but early indications are not favorable. An in person presentation will be made next week to the grant committee. OPEC has filed Chapter 11 Bankruptcy, and has filed a claim to halt our legal action. OPEC has drafted a reorganization plan to deal with creditors, but it has not been seen yet. Meanwhile, action against the bonding company is moving forward. Response to Metro Board action has been favorable.

IX. FROM THE FLOOR - No questions or comments were made.

X. DATE OF THE NEXT MEETING - The next regularly scheduled meeting of the Board will be April 26, 2003 at 9:00 A.M. in the Sullivan Room on the Trinidad State Junior College campus.

XI. ADJOURNMENT - Mr. Shelton moved that the meeting be adjourned. The motion passed, and the meeting was adjourned at 11:44 A.M.

Submitted by Ed Hockett, Secretary February 23, 2003

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## APPENDIX A

December 5, 2002

Mr. Robert Santoro  
SFTR  
33012 Bear Paw Lane  
Trinidad, CO 81082

Dear Bob:

I wanted to confirm the conversation that you, Mike Shelton and I had yesterday. After additional

consultation with the Board's advisors relative to the decision that we made removing you from your position on the Board, we understand that this action was not in accordance with the relevant section of the governing by-laws of the Property Owners Association. Therefore, as we indicated in our conversation, on behalf of the Board, I want to apologize for your removal and offer to immediately reinstate you to the Board, if you so desire.

You indicated that you wanted to take some time and think about what you wanted to do and that you would get back to me in the near future. I will be leaving the Ranch for a couple of weeks beginning Saturday, December 7th. If you can not get back to me prior to Saturday, please inform Mike Shelton of your decision so we can put this issue behind us.

Sincerely,

Rick Johnson

cc. Mike Shelton

**Santa Fe Trail Ranch POA**

**BOARD MEETING**

April 26, 2003

Trinidad State Junior College, Sullivan Room

**Board Members Present:**

George Gonzalez,  
Ed Hockett,  
Diane Rader,  
Bob Santoro,  
Mike Shelton,  
Harriet Vaugeois,  
Jerry Withington

**Guests:**

Mary Allred,  
Val Allred,  
Bret Bolton,  
Chris Bolton,  
Jim Davis,  
Susan Davis,  
Dagney Gahlu,  
Linda Frost,

**Board Members Absent:**

Rick Johnson  
Monica Leche

Michelle Minion,  
Lee Phelan,  
Frances Purswell-Montoya,  
Carol Rawle,

**Also Present:**

Gail Thomas

Mary Jo Shelton,  
Fred Vaugeois,  
Betty Withington,  
Joyce Wolff,  
Walt Wolff

- I. CALL TO ORDER - Vice-President Mike Shelton, in place of the absent Rick Johnson, called this regularly scheduled meeting of the Board to order at 9:05 A.M.
- II. PROOF OF NOTICE - Gail Thomas affirmed that notice of this meeting had been given at the meeting in February.
- III. INTRODUCTION AND ROLL CALL - Gail Thomas called roll, and found Rick Johnson and Monica Leche absent.
- IV. DETERMINATION OF QUORUM - Seven of nine members were present establishing a quorum for voting purposes.
- V. APPROVAL OF MINUTES OF PREVIOUS MEETING - Mr. Withington moved that the minutes be approved. The motion passed.
- VI. APPROVAL OF MONTHLY FINANCIALS - Treasurer, Diane Rader, asked that this report be postponed until she gave her presentation on the budget later.
- VII. OLD BUSINESS

A. Committee Reports

- 1. Common Area:** Mr. Shelton reported on the snow plowing following the large March and April snowstorms. The bill for March alone was \$16,000 exhausting the projected budget for the year. When the snow melted there were some problems with culverts becoming clogged, but these have all been resolved. Mr. Hockett mentioned that he had heard several complaints about the lack of plowing on the South end of the Ranch after the April snow. Mr. Shelton responded that the decision to plow was difficult to make in April when the melting can happen so quickly. Since the snow was so wet, it was decided it was best to just leave the roads alone, and not destroy any more road base. As a result, only five - six hours of plowing were done only on main roads. Mr. Santoro reported receiving complaints about road base being pushed into ditches which then caused problems for water to flow. Mr. Shelton and other members of the Road Committee pointed out this is inevitable with plowing especially in heavy snow where the location of the road can not be determined. The bar ditches will be cleaned during regular maintenance provided the finances allow it. Schrepfer Industries, the road and water system contractor, will be applying road base as they complete the sanitizing work on the water system. Guest Michelle Minion observed that if there is such concern about the roads, then may be it is time to do a special assessment. Guest Mary Jo Shelton replied that it would be better to wait until the water system work was complete.
- 2. Fencing Committee:** Mr. Withington had spoken with Terry Surveying. We paid \$2,636 last year for the project, but they did \$1, 274 worth of surveying last summer before the fence work was halted. We will be refunded \$1,362 for work not done. The refund check has not yet been received. Mr. Withington will check back on this. Mr. Withington also met with Mr. Roybal about resuming fence construction on the Vermejo boundary. Mr. Roybal had begun work and believed that he had sufficient materials on hand to complete the project. Unfortunately the snow storms have hampered progress. Mr. Withington guesses that there are about 2,000' still to fence, and that \$200 - 300 worth of materials may still be needed. It is a priority to complete this project because Vermejo will reimburse us half of the \$6,827.93 cost when the project is complete.
- 3. Grazing Contract:** Mr. Withington did not yet have any particulars, but expects the contact to be more productive this year. The cattle will probably be brought to the Ranch earlier may be in three weeks. The contract allows for 225 units to be grazed on the Ranch.
- 4. Emergency Services:** Chair, Michelle Minion, noted that the committee has been working on the new edition of the Emergency Services Handbook. Diane Rader in particular has been heavily involved in its creation and editing. Area meetings are being scheduled to review the procedures with all property holders. Michelle was not sure whether Bill Quigley would be able to donate a computer for the guard shack security system. Gail Thomas will check on this. Work on improving Neighborhood Watch is in progress and will become a major focus once the Handbook is complete. The entrance gates approved at the last Board meeting were installed by Jerry Withington. They still need a sign and reflective tape before the short side will be closed. Ms. Minion indicated there would be gate supervision during the Memorial and Fourth of July weekends. Mr. Withington asked if there was any problem with removing the old automated gate posts. They were installed



by a Mr. Falsetto who runs a security company in Trinidad. It was recommended he check back with the installer to see if there is any value in the old posts. Otherwise, he is free to remove them.

5. **Budget:** Ms. Rader made her financial report delayed from earlier in the meeting at this time. She explained that she has been involved in correcting errors from previous years. She has just received the 2001 and 2002 amended tax returns, and will review them prior to obtaining the necessary Presidential signature. Regarding the budget, she noted that snow removal had gone well over the projected amount. She also observed that \$1,258 in finance charges had been received since the charges called for in the Covenants had been enforced. At this point 84% of the dues income for the year has been received. Mr. Gonzalez asked for the record if the errors Ms. Rader had discovered had been intentional. She responded that they were bookkeeping errors and reclassified postings which would be difficult for anyone not an expert to catch. Having made that clear Mr. Gonzalez moved the report be accepted. The motion passed.
  6. **Covenant:** Ms. Vaugeois reported that the committee had met in April to deal with Covenant language pertaining to mobile homes. The report she presented may be accessed on the Ranch's web site ([see Appendix A](#)). It contains a history of mobile home construction, a history of mobile homes on the Ranch, a current description of mobile homes, and a conclusion of recommendations for Board approval. She then moved the following recommendations be accepted: 1) The Covenant Committee report be accepted, recorded, and kept with other Ranch governance documents. 2) The Board accept the Committee's reasonable interpretation of what a mobile home is. 3) Current permanent residences on the Ranch fitting the description of a mobile home be grand fathered into acceptance. 4) The information in the report be communicated to local realtors. During discussion Mr. Gonzalez felt that the grand fathering be allowed only until the time the dwelling must be replaced. This additional language was accepted and added to point number 3. After all the parts had been considered and discussed Mr. Hockett moved that discussion be closed. The motion passed unanimously. A vote was then taken on Ms. Vaugeois' motion, and it too, passed unanimously. Mr. Shelton thanked the Committee for their work on this issue, and the report they had prepared.
  7. **Communication:** Mr. Gonzalez thanked the committee members for their work. He announced that Pat Roehl had renewed the web site license for half the previous cost. He disclosed the committee has debated the merit of accepting "anonymous" postings on the web site forum, but members were equally divided on the issue. Mr. Shelton instructed the Committee to continue to discuss the issue. In a straw vote, however, the Board did not approve the concept of anonymous postings.
- B. J-Lot Update: Mr. Shelton reported that he was charged at the last meeting to resolve the governance issues about reincorporating the J-Lots into the POA. Despite trying repeatedly to arrange an appointment with Mr. Baldwin, all efforts had failed. At this point, he was giving up, and placing the responsibility of arranging a meeting in Mr. Baldwin's hands.

## VIII. NEW BUSINESS

- A. Phelan letters: Mr. Shelton asked that two letters received from property holder, Lee Phelan, be read into the minutes (see [Appendix B](#) and [Appendix C](#)). At the conclusion of the reading, Mr. Hockett observed that it would cost the POA \$300 for copying plus postage to send out copies of Mr. Phelan's letters to all property owners. In light of budget shortfalls and underfunded important ranch projects was this a good use of POA money? Mr. Phelan volunteered to donate up to \$150 to cover the cost of the mailing. Mr. Shelton felt that the letters only contained issues which had been addressed previously on several occasions, so there was no need for the Board to provide any additional response. A majority of the Board members agreed. Ms. Rader moved that the minutes reflect that the letters may be read on the web site, and were available for reading in the Century Small Business Office, but that they not be duplicated and sent. The motion passed.
- B. Picnic/town Hall meeting: Mr. Shelton reviewed the difficulty finding someone to organize the summer picnic. In view of no one stepping forward to do it, it probably would be canceled this year. Several people spoke to the need for having a summer gathering of property owners. The final result was the Women's Group would discuss the possibility of a more informal picnic at their next meeting. Meanwhile, Mr. Hockett would research the possibility of finding an inside meeting place for a Town Hall meeting.
- C. Pine Beetles: Mr. Gonzalez wondered if the Board had an obligation to notify property owners about the destruction and fire hazard caused by pine beetles on the Ranch. It was decided Carol Rawle would revise her article on the web site and place it at the top of the list of feature articles. ([Click here](#) to view the article.) A warning would also be placed in the minutes.

### WARNING!

The pine trees on your property may be in the process of being destroyed by Western pine beetles. If you have not checked your property recently, you may be unaware of the destruction and fire hazard they have created. Please review Carol Rawle's article on the web site and act now to limit this destruction.

- IX. FROM THE FLOOR - No comments.
- X. DATE OF THE NEXT MEETING - The next meeting of the Board is scheduled for June 21, 2003 at 9:00 A.M. in the Sullivan Room at Trinidad State Junior College.
- XI. ADJOURNMENT - Ms. Vaugeois moved that the meeting be adjourned. The motion passed and the meeting was adjourned at 11:30 A.M.

**Santa Fe Trail Ranch POA**

**BOARD MEETING**

June 21, 2003

Trinidad State Junior College, Sullivan Room

**Board Members Present:**

George Gonzalez,  
Ed Hockett,  
Rick Johnson  
Monica Leche  
Diane Rader,  
Harriet Vaugeois,

**Guests:**

Jim Davis,  
Jeff Mattick,  
Lee Phelan,  
Francis Purswell-Montoya,  
Carol Rawle,  
Don Ruward,  
Betty Ruward,

**Board Members Absent:**

Bob Santoro,  
Mike Shelton,  
Jerry Withington

Bob Scott,  
Ann Scott,  
Betty Withington

**Also Present:**

Gail Thomas

- I. CALL TO ORDER - President Rick Johnson called this regular meeting of the Board to order at 9:07 A.M.
- II. PROOF OF NOTICE - Gail Thomas gave proof that notice of the meeting had been given.
- III. INTRODUCTION AND ROLL CALL - Five Board members were present as roll was called.
- IV. DETERMINATION OF QUORUM - Five members made a quorum and Harriet Vaugeois arrived shortly making all business official.
- V. APPROVAL OF MINUTES OF PREVIOUS MEETING - Ms. Rader moved that the minutes be approved. The motion passed.
- VI. APPROVAL OF MONTHLY FINANCIALS - Treasurer, Diane Rader, noted that there were \$648 remaining in the Power Account to pay off the contracts for the power poles to the Ranch's pump stations. It does not appear this amount is sufficient. Last year when money was transferred from the Power Account to the Metropolitan District it was agreed enough money would be left in the account to pay off the contracts before the Metro District assumes payment of the electric bills. Ms. Rader will consult with Dennis Scott, Metro District Treasurer, and report back at the August meeting. Ms. Rader pointed out that at this time 94% of the dues had been paid making us \$4,000 healthier than we were last year at this time. As far as the budget, it now reflects a \$600 refund from the Surveyors for work not completed last year. She anticipates that we may need to add additional money for Trash Removal and Utilities before the end of the year. Mr. Hockett moved the financial report be accepted. The motion passed.

## VII. OLD BUSINESS

### A. Committee Reports

- 1. Common Area:** In the absence of Messrs. Shelton and and Withington, there were no official reports. Nevertheless, Mr. Johnson reported that there is no current work on the fencing project because of concern for fire danger. He further announced that the Ranch's Road Contractor will be on the Ranch sometime roughly in the next two weeks to begin grading and road improvement projects. Guest, Jim Davis, further reported that in a conversation with Railroad authorities they indicated that they would be spraying the thistles that are visible between the Railroad tracks and Fisher Peak Parkway. Mr. Davis indicated that the last report from Bill Wenstrom, Chair of the weed spraying project, stated that 90% of the Ranch's public areas had been checked at least once. This is a good year for weed growth, though, so flowering thistles when seen should be clipped at the buds, bagged, and removed. Mr. Davis relayed a request from the Railroad for a letter stating our mutual agreement to provide maintenance access to the Railroad on Fisher Peak Parkway in exchange for our emergency use of the access to Exit 2. Mr. Johnson agreed to respond to this request. Mr. Johnson then reported receiving several complaints about the trash. He called for everyone to collapse all boxes. The addition of dumpsters or moving to trash compaction will be very expensive and jeopardize more important projects on the Ranch. It is imperative that Property Holders all help to reduce expense for trash removal. He acknowledged Carol Rawle's recent article on this subject appearing on the web site, but felt even more notice should be placed on the web site. Regarding the roads, Ms. Vaugeois reported that the committee has been recording damage done to the roads. Also, the State Highway Commission will be dumping rock at certain points on Gallinas marked by cones where the road has been washed away. There will be no charge for this service.
- 2. Emergency Services:** This committee recently met and recognized the valued contributions of the Austins (air conditioner) and the Ghormleys (computer) which will greatly improve the operation of the security camera in the Guardshack. The Committee is aware some of the NO OUTLET signs are leaning. Area Leaders will check and correct this problem. Area meetings have been held in almost all the areas to review the emergency evacuation procedures. The committee will staff a booth at the 4th of July picnic, and Fire Chief, Buddie Curro, will be present to discuss concerns. The keys to the locks on the gates to Exit 2 are being checked regularly. Finally, the Committee plans to do a gate watch again over the 4th of July weekend.
- 3. Covenant Committee:** Ms. Vaugeois reported that there have been no new issues requiring a committee meeting. Two complaints had been received, but were resolved amicably among the property owners involved. Mr. Hockett asked if there would be any Covenant issues that needed to be placed on the ballot for the Annual Meeting. Ms. Vaugeois indicated there would not.
- 4. Communications Committee:** Mr. Gonzalez reported that the web site was running well. In view of the current success he plans to ask the Committee to revisit the frequency and length limitations that were applied to participation on the Forum six months ago. He will

report the results in August.

5. **J - Lots:** Mr. Johnson reported that a letter had been received from Mr. Baldwin expressing his approval that the developed J - lots be reincorporated into the POA. He read a draft of a response to Mr. Baldwin's intent. Ms. Vaugeois moved that an authorized POA representative (Mr. Johnson) work with legal representation to draft an agreement for readmission of the J - lots to the POA. The motion passed.
6. **Metropolitan District:** Guest, Jim Davis, reviewed the efforts of the Metro District to obtain a conventional low interest loan to pay completion costs for the water system. No final solution has been found, but Mr. Davis explained all the options currently being pursued. The decision will be made, so completion work may start next month.
7. **Picnic/Town Hall Meeting:** Developments since the last meeting on this issue were reported. The Women's Group will sponsor the picnic. A Town Hall Meeting would be held at the picnic. After discussion, it was decided a Town Hall Meeting would be too formal, and possibly too difficult to conduct in the open. The final decision was to set up a POA booth to answer any questions and distribute information.

VIII. NEW BUSINESS - Nothing New was brought up.

IX. FROM THE FLOOR - No questions or comments were made.

X. DATE OF THE NEXT MEETING - The next regularly scheduled meeting of the Board will be August 16 at 9:00 A.M. in the Sullivan Room at Trinidad State Junior College.

XI. ADJOURNMENT - Ms. Vaugeois moved that the meeting be adjourned. The motion passed and the meeting was adjourned at 10:22 A.M.

Submitted by Ed Hockett, Secretary, June 21, 2003

**Santa Fe Trail Ranch**  
**Metropolitan Board and POA Board of Directors**  
**Special Meeting**  
**July 21, 2003, 6:00 PM**  
**Sullivan Room**  
**Trinidad State Junior College**  
**Minutes**

**Metropolitan Board members present**

Jim Davis  
Will Potter  
Tom Stephens  
John Woods

**Guests**

Ben Heath  
Michael Hughes  
Dan Jondron  
Patty Kinder  
Rick Kinder  
Michelle Minion  
Elizabeth Polasek  
Tony Riley  
Betty Ruward  
Don Ruward  
June Stephens  
Fred Vaugeois  
Bill Wenstrom  
Betty Withington  
Joyce Wolff  
Walt Wolff

**POA Board members present**

Ed Hockett  
Rick Johnson  
Monica Leche  
Bob Santoro  
Mike Shelton  
Harriet Vaugeois  
Jerry Withington

POA President, Rick Johnson called the gathering to order at 6:03 P. M. He explained that the purpose of this meeting would be to deal with a loan offer presented by International Bank. The Metropolitan Board would meet first to deal with the offer. Subsequently, the POA Board would meet to deal with issues resulting from the loan agreement that would affect the POA. He then turned the floor over to Jim Davis, President of the Metropolitan Board, to begin the meetings.

## **Metropolitan Board Meeting**

**I. CALL TO ORDER**

Metropolitan Board President, Jim Davis, called this special meeting to order at 6:05 P.M.

**II. PROOF OF NOTICE**

Mr. Davis noted that proof of notice of this meeting had been filed with the Las Animas County Clerk on July 18. Notice of the meeting had been posted on the Ranch and placed in the newspaper.

**III. OLD BUSINESS**

Mr. Davis continued by explaining handouts needed for these special meetings. This required Mr. Davis, as he has frequently had to do at past public meetings, to review the history of the Ranch's

efforts to build a water system. He first reviewed an agreement between the POA and Metropolitan Board created on March 19, 1999 and filed with the County on April 15, 1999. The agreement recognized that the Metro District does not have lien power, but the POA does. Therefore, the POA functions as a collecting agency for the Metro District.

He then recalled when the Metro District filed its notice of intent to sue both the contractor, OPEC, and the bonding company. At that time the bonding company asked the contractor, OPEC, and the Metro District to respond to questions. The District responded that OPEC had failed to complete the contract and deliver a system that met the agreed upon conditions: that met AWWA leak standards, had been sanitized, and had Health Department approval. OPEC had been in the process of leak testing the system when they stopped work. They contended in their response that the system was incorrectly designed, had been sanitized (they had dropped chlorine tablets in the main tanks even though lines were still open), and they felt work had been completed.

Last year the Metro District asked the POA for a transfer of funds. These funds allowed the District to hire an independent engineer to evaluate the system, and a new contractor to complete OPEC's work. The consultant found that the system was appropriately designed. The contractor's work produced evidence of faulty work, and also, allowed the Board to develop a per foot cost to complete the system.

Meanwhile, the District did proceed with filing the law suit. Shortly after filing the District found that OPEC had filed for Chapter 11 Bankruptcy. The District then filed a claim with the Bankruptcy Court within the established deadline. We have asked that a trial date be set in District 3 court on Monday July 28. The Court has received our initial Disclosure. At all points, though, the bonding company has failed to step in to resolve the issue.

#### IV. NEW BUSINESS

Since legal resolution is unpredictable and possibly distant in time, the District still had to deal with the need to complete the system. Consequently, the District searched for alternate financing. Last Fall International Bank approved a loan, but it was not appropriate for a Metro District. A loan on a lease back arrangement was pursued with Banc One, but despite local approval this loan was denied at the national level because the District did not meet their profile. A loan was discussed with Wells Fargo Bank, but they were hesitant to become involved because of the remote, but possible involvement in the impending law suit. Finally, International Bank revised the loan agreement on the table for consideration tonight which has been written for our Metropolitan District.

The budget for the loan is as follows:

\$347,000	Construction (Based on \$1.00/foot)
\$21,000	Water (Testing/sanitizing)
\$17,000	Equipment (To bury above ground pumps)
\$12,000	Engineering (To reincorporate J-lots)
\$33,000	Contingency (10% of construction cost)
\$70,000	Legal Fees
\$50,000	Debt service reserve (To offset any delinquent loan payments)
<b>\$550,000</b>	<b>TOTAL</b>

The interest for this loan is 5.5% compared to 5.75% for the original bond financing that started the project. So, the terms are good.

The District will assess each property \$1,250 principal to be paid either as a lump sum up front or on an annual installment plan for seven years. The money collected as a lump sum from this assessment will help reduce the amount borrowed on time. Mr. Davis noted that this would be different from the coupon system currently in effect. The original debt financing has now been in place for over four years, and next September the remaining principal may be paid off in full by any property owners who wish to save on further interest charge.

In case of a shortfall of funds to make the new loan payments because of non-payment by property holders, the district can first apply funds from the debt service reserve fund. If this is not sufficient, the loan agreement asks the POA to supply funds from any reserves available. The POA should be able to replenish these funds in a years time when the delinquent payments are placed on County property tax bills. International Bank accepts that the District is in litigation, but wants to keep the account current at all times. In the event of successful litigation the recovered funds would first pay the loan balance with the remainder then distributed ratably to property holders. The law suit asked for \$430,000 in view of the fact that, at the time of filing, legal fees could not be included. The Court after reviewing testimony may determine otherwise.

At the the meeting of the POA Board to follow they will be asked to accept the condition that POA reserve funds may be used to keep the repayment account current if necessary. They must also reaffirm the responsibility for collecting unpaid assessments as agreed in the March 19, 1999 agreement. In addition, the Bank asks the POA to strongly consider moving POA accounts to International Bank.

Mr. Davis admitted that the District does have to reimburse \$7,500 legal fees for the Bank. He explained that this was a contentious point, but it would be capped at that amount. He also noted the Bank was creating specific loan packages to offer property owners for financing water hook-up charges.

Mr. Davis concluded his review at this point and entertained questions. Ms. Vaugeois asked if the loan was a loan or a line of credit. Mr. Davis responded that it would work as a line of credit for the first six months. It may well be that the District will not borrow the full amount requested.

Mr. Shelton wondered how much delinquency in payment would end up going to the County. Mr. Davis estimated 10%. He added that property owners are not required to be system customers, but they are all required to pay the assessment. They may still drill a well, if they wish. This comment was followed, however, by testimony of unsuccessful wells, and no reports of any recent success drilling.

The guests wished Mr. Davis to review the current water service agreement with the city of Trinidad. He noted the City has guaranteed 440 taps for 10 years. The agreement began in September of 1998. The agreement is now half-way through its term.

In response to pricing, Mr. Woods noted that the system is financially viable with 50 users using 2,500 gallons/month. Diane Rader's occupancy survey conducted last spring shows 58 full-time residencies with a similar number of part-time residencies. Mr. Woods' investigations indicate 2,500 is a rough average figure of usage by current residents. Michelle Minion observed that the construction of the



new Fire District sub-station on the Ranch could also create increased usage. Mr. Woods agreed. He noted that currently the Metro District expects a monthly bill to contain standard fees of \$27.50 for maintenance and \$2.00 for San Isabel to read meters. The remainder of the charge would depend on usage. He gave for examples 1,000 gallons of usage would produce a bill of \$38.02, 2,500 gallons - \$50.80, and 5,000 gallons - \$82.00. There would be a significant price structure increase after 5,000 gallons to encourage conservation.

Discussion had now ceased, so Mr. Potter moved that Metro District accept International Bank's loan proposal. Tom Stephens seconded. The motion passed unanimously. Mr. Potter then moved to establish the Santa Fe Trail Ranch Metropolitan District Water Enterprise [making this action and the tax exempt loan possible]. John Woods seconded. This motion also passed unanimously.

## V. ADJOURNMENT

Since Metro District business was complete, Mr. Stephens moved that the meeting be adjourned. Will Potter seconded. The motion passed, and the meeting ended at 7:05 P.M.

# POA Board of Directors Meeting

## I. CALL TO ORDER

After a brief break President Rick Johnson called this special meeting of the Board to order at 7:10 P.M.

## II. PROOF OF NOTICE

Mr. Johnson affirmed that notice of the meeting had been given on the web site and by posting on the Ranch last Tuesday.

## III. INTRODUCTION AND ROLL CALL

Mr. Johnson identified all the Board members present.

## IV. DETERMINATION OF QUORUM

Mr. Johnson found Board members Gonzalez and Rader absent, but that a quorum did exist, so that business could be conducted.

## V. NEW BUSINESS

Mr. Johnson read the section of the loan agreement approved by the Metro Board at the preceding meeting which affected the POA. Mr. Santoro questioned who would have priority over the reserve funds in times of simultaneous emergency. The response was that there is no stipulation about priority access in the loan agreement language. However, if a shortfall occurs and reserve funds are available, they will be assigned. It was further noted that any reserve funds that are tapped will be replenished through the collection process from delinquent property owners. There was additional discussion about the need to have the POA's lawyer draft an agreement and how this would affect a timely response to the Bank's proposal. Finally, Ms. Vaugeois moved,

The Santa Fe Trail Ranch Property Owners' Association reaffirms the agreement of March 19, 1999 and further agrees for the benefit of International Bank - Trinidad and Santa Fe Trail Metropolitan District to collect such delinquent water completion assessment fees imposed by the District "for payment of \$550,000 credit obtained to repair water line and

any related fees on legal expense". The Association also agrees to the extent that the (District's) cash flow and special reserve is not sufficient to service the semi-annual note payments with International Bank - Trinidad, (the Association) will use its reserves to make up any shortfall on the semi-annual payment.

The motion passed unanimously.

Mr. Shelton then moved that the Board investigate moving its accounts to International Bank. The motion passed.

#### VI. DATE OF NEXT MEETING

Mr. Johnson noted that the next regularly scheduled meeting of the Board has been moved from August to Saturday, September 6, 2003 at 9:00 A.M in the Sullivan Room on the Trinidad State Junior College campus.

- VII. ADJOURNMENT - Mr. Johnson observed that in view of the importance of water to the Ranch this night was a historic moment. Apologizing for the omission of recognition to many valued volunteers in the effort to bring water to the Ranch, he particularly thanked and commended Jim Davis for his efforts and perseverance in seeing this project to its end. Mr. Johnson's comments were loudly applauded by all those present.

Ms. Vaugeois then moved that the meeting be adjourned. The motion passed, and the Board adjourned at 7:20 P.M.

[Click Here](#) to view the Metro Board minutes

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Submitted by Ed Hockett, Secretary Santa Fe Trail Ranch POA, July 22, 2003.

# Budget Committee Meeting

August 30, 2003

Diane Rader's Home

**Attendees:** Ed Hockett, Monica Leche, Diane Rader, Bob Santoro, Mike Shelton and Jerry Withington.

Diane Rader, POA Treasurer and Committee Chair called this special meeting to order at 2:10 p.m. The purpose of the meeting was start preparations for the 2004 budget, including a review of current administrative and professional services provided to the Board, as well as update the group on an open issue regarding our annual CPA review.

1. Diane first advised the group of an issue she discovered while reviewing the draft of the 2002 annual CPA review report conducted by Dixon & Waller (D&W). She noted that the cash balance D&W disclosed as 'future improvements' (activity associated with power, telephone & water) and related revenue/expense activity for the year 2002 did not tie out to information in Century records. Diane met with Mike Dixon and they discovered that the cash balance in the D&W reports have not balanced to records maintained by Century since 12/31/1998. At that time the 'savings account' balance was exactly equal to the balance reported by D&W for 'future improvements.' Because a separate bank account was not established by the POA for the utility activity, they suspect that a commingling of savings funds occurred sometime after that date, which resulting in a misallocation of cash between the general and future improvement accounts. Diane is in the process of obtaining additional documentation from Century to determine the correct allocation of cash between the general and improvement accounts. D&W agreed not to issue their report until after a final determination has been made. *Diane will make official recommendations on preventing future problems of this type after the current issue is investigated and resolved.*
2. At this time the group reviewed a list of administrative and professional services currently used by the Board in an effort to reevaluate responsibilities, pricing and service providers. Based on the reallocation of services desired by the Board, the group decided to solicit new bids for certain administrative and financial responsibilities. Results and recommendations will be made at a future Board meeting.
3. Diane distributed current financial reports and a worksheet to assist in 2004 budget preparation. For 2003, Diane noted that we are doing better than last year in terms of collections of dues and lien balances. Through July we have received 96% of our dues, compared to 93% at this time last year, and we have only 5 lien accounts totaling \$3,001, versus 14 accounts last year with balances of \$6,368. Mike Shelton noted that road work is scheduled to start next week and he expects to use up all remaining funds in his budget, less a placeholder for snow removal. For next year, he would like to have the same budget amount available for road work. Mike said we need to budget more for trash because he has called in extra pickups this year. Our trash contract is up for renewal next year so we will obtain new bids. Based on additional weeds found this year, we will need to triple that expense to \$4,000 in 2004. The group will continue to work on the 2004 budget as more recommendations are received from committee leaders.

The meeting was adjourned at 4:00 p.m. Minutes submitted by Diane Rader, Treasurer.

**Santa Fe Trail Ranch POA**

**BOARD MEETING**

September 6, 2003

Sullivan Room, Trinidad State Junior College

**Board Members Present:**

George Gonzalez,  
Ed Hockett,  
Rick Johnson,  
Diane Rader,  
Bob Santoro,  
Mike Shelton,  
Jerry Withington

**Guests:**

Greg Lynott,  
Michelle Minion,  
Don Ruward,  
Betty Ruward,  
John Sanders,  
Bob Scott,  
Ann Scott,  
Mary Jo Shelton

**Board Members Absent:**

Monica Leche,  
Harriet Vaugeois

- I. CALL TO ORDER ♦ President Rick Johnson called this regular meeting of the Board to order at 9:05 A.M.
- II. PROOF OF NOTICE ♦ Mr. Johnson gave notice of the meeting at the joint meeting with the Metropolitan Board on July 21 and on the web site.
- III. INTRODUCTION AND ROLL CALL ♦ Seven Board members were present when roll was called.
- IV. DETERMINATION OF QUORUM ♦ Seven members present made a quorum and all business official.
- V. APPROVAL OF MINUTES OF PREVIOUS MEETING ♦ Mr. Shelton moved that the minutes of the last regular Board meeting on June 21 and the joint meeting with the Metropolitan Board on July 21 be approved. The motion passed.
- VI. OLD BUSINESS

A. Committee Reports

1. **Common Area:**

- a. **Road Committee:** Mr. Shelton reported that grading of the Ranch's roads has started. The problem is that the effort is being hampered by drivers traveling too fast. There have been several near collisions, and the road workers are concerned for their safety when they have to get off their machines to make changes. They are now taking down license numbers and noting whether they have Ranch stickers. Guest, Michelle Minion, Chair of the Emergency Services Committee interjected that she has conferred with Sheriff Jim Casias. He has authorized us to report drivers who are intoxicated and/or reckless. He will then issue a ticket. Everyone was encouraged to note license

plates of offenders and submit them to their Emergency Services Area leaders. There was general discussion also about the possibility of installing speed bumps to deter speeding.

Mr. Shelton continued discussing the plans for road improvement. There is \$129,900 budgeted for road repair. About \$10,000 of that will be subtracted to replace the deficit incurred in removing snow last spring. The remaining amount will be used as judiciously as possible. The current intent is to grade and do ditch mitigation on every road that has at least one full-time resident. If there are funds remaining after grading they will be used to put down road base on the most used dangerous roads according to the list established by the Road Committee earlier in the year.

Mr. Shelton noted that the Road Committee and contractor are considering the use of red ash, which could be obtained more cheaply than road base, but of course would produce dust. The road contractor, Shrepfer Industries, is preparing a bid based on the use of red ash. This could be used on the lesser traveled cul-de-sacs.

Mr. Johnson asked if there could be a special application of road base at the entrance and at the cattle gate close to Engleman. Mr. Shelton replied there is sufficient road base at those spots. It is just moved because those are points of acceleration/deceleration. The guests wanted to know what is the policy on individual property owners doing road repairs. Mr. Shelton responded it is the same as it always has been: property owners may address emergency situations. Otherwise, they do not enjoy liability protection should they be injured in the course of making a repair, and they are liable for any accidents their work may cause.

- b. **Fence Committee:** Mr. Withington reported that Mr. Roybal and his crew would be returning in two weeks to complete the boundary fence with Vermejo Ranch. At the end of the month Mr. Withington and Mr. Roybal will walk the perimeter. The POA has been completely reimbursed by Terry Surveying for work not done last summer. When the boundary fence with Vermejo is complete they will reimburse us for half the cost. This money will return to the Common Area budget.
2. **Emergency Services:** Michelle Minion, chair of the committee, reported that she continues to hear good comments about the entrance gate installed by Jerry Withington. She has heard good comments about the new sign installed on the gate, but received mixed reports from those attending the meeting. There were problems with the lock on the gates at Morley. Consequently, Stan Obrey purchased new locks and the keys will be distributed to the proper people. The committee intends to focus on improving the Neighborhood Watch program next year. In the meantime, Michelle intends to write a letter to realtors about sending unaccompanied clients to the Ranch. In an effort to slow speeding Mr. Johnson will speak with UPS, and Michelle will speak with FedEx. Ms. Minion asked if the program had been set for the coming Town Hall meeting. If not, she thought C. K. Morey, the State Forester, would be a good speaker given the over forestation and pine beetle problems that are plaguing the Ranch. Mr. Johnson will check to see if Mr. Morey is available.
3. **Covenant Committee:** In the absence of Ms. Vaugeois, Mr. Shelton reported that Gary

Allison had requested an extension to leave their camper on their property while he completes work on the house he has started. The committee will decide the issue.

4. **Communications Committee:** Mr. Gonzalez reported that he had instructed the committee to hold its regular meeting while he was away on business. He asked Mr. Hockett to report on the meeting. Mr. Hockett stated that the committee had no business to conduct prior to this Board meeting except the normal review of the web site. The committee felt Pat Roehl continues to do excellent work for us. The only aspect that needed consideration was the possible removal of limitations on the Discussion Forum. The members, however, felt the Forum had functioned the best it ever had since limitations were imposed. When the issue was put to a vote the continuance of usage limitations was unanimously approved.
5. **Budget Committee:** Ms. Rader noted that the Committee had met on Saturday August 30 and the minutes of that meeting are now on our web site. In summary she stated that she alerted the committee about problems she discovered when she read the annual CPA review report for 12/31/02. Upon meeting with Dixon & Waller, they believe the allocation of funds between our general account and the special utility account may be in error on Century's books. She made a point to say no money has been lost and they hope to have the issue resolved soon. Mr. Johnson read a letter he had received from Century Small Business Solutions dated August 19 announcing a reduction in the cost for their services. As a consequence of receiving this letter, the committee decided to review the services we are currently using. The POA has decided to do a few of these services itself. Therefore, it was decided to release for bidding only the services we cannot or do not wish to do ourselves in order to investigate the possibilities and expertise available to us. In addition, the committee looked at the financials and started preparing for the next budget. The only major change for next year is that the budget for weed control must be substantially increased. So many property owners neglected their property during this year of high growth, that weeds are expected to be a major problem on common areas next year. As usual, should any surplus result from this year it will be passed on to the road budget. The question of insurance arose. Ms. Rader said it appears our policy may have lapsed in March and that Century did not receive a new quote (from the same agent) until July, which was almost double what we previously paid. She is researching alternatives. On the positive side, our receivables have improved from this time last year, and the properties with liens on them have been reduced.

## VII. NEW BUSINESS

- A. **Metropolitan District:** Mr. Johnson reported that the final loan agreement with International Bank has been delayed. The problem is our lawyer finds language in the agreement that is not appropriate for a Metropolitan District. Both sides are working with an acceptable neutral attorney to modify the language.
- B. **J - Lots:** Mr. Johnson also reported that Mr. Baldwin still intends to reintegrate the J - Lots into the POA. He, however, had questions about the original letter he received from our attorney. Consequently, the letter is being redrafted. Mr. Gonzalez requested that the responsibilities expected of the new owners be made very clear, so there would be no questions later.

## VIII. FROM THE FLOOR

Michelle Minion announced that Paul Montoya is in Denver and will be receiving a bone marrow transplant. Currently neither her nor Francie are working. For these reasons, their friends in the area are arranging a fundraiser that will be held Sunday, September 28 at the Mitchell Museum. The Turning Point band will play, the SFTR Women's Group will be providing food and there will be a silent auction. Please contact Ann Scott about items you wish to donate for auction, and please plan to attend.

- IX. DATE OF THE NEXT MEETING - The next regularly scheduled meeting of the Board will be the POA Town Hall Meeting on Friday October 3 and the Annual POA Meeting on Saturday October 4. Both will be held at the Massari Auditorium on the Trinidad State Junior College campus. Notification and ballots will be in the mail this week.
- X. ADJOURNMENT - Mr. Johnson called for a motion to adjourn, and Mr. Withington responded with one. The motion passed and the meeting was adjourned at 10:45 A.M.

Submitted by Ed Hockett, Secretary, September 6, 2003

**Santa Fe Trail Ranch POA**  
Special Board/Budget Committee Meeting  
September 25, 2003  
Home of Diane Rader

<b>Board Members Present:</b>	<b>Board Members Absent:</b>	<b>Guests:</b>
Monica Leche, Diane Rader, Bob Santoro, Mike Shelton, Harriet Vaugeois	George Gonzalez, Ed Hockett, Rick Johnson, Jerry Withington	None

- I. CALL TO ORDER ♦ Treasurer Diane Rader called this combined Special Board and Budget Committee meeting to order at 6:40 p.m. Ms. Rader noted that the purpose of the meeting was to finalize the proposed 2004 budget in preparation for the October 4 Annual Meeting and to evaluate accounting service proposals to determine if a change in service providers will be made, which would require Board approval.
- II. PROOF OF NOTICE ♦ Mr. Shelton stated that the meeting was posted on both the ranch bulletin board and on the web site.
- III. DETERMINATION OF QUORUM ♦ Five members present made a quorum and all business official.
- IV. 2003 FINANCIAL REVIEW ♦ Ms. Rader first presented updated financial reports with activity through August, 2003. She stated that several minor corrections need to be made and therefore the reports have not yet been posted to our website. She also stated that a new insurance quote has been sent out and we should hear back on that early next week. In preparing for yearend, Mr. Santoro requested that transfers relating to any account savings or deficits be properly noted so that we adhere to our total budget for the year. Mr. Shelton confirmed that he would like any projected budget savings to be allocated to 2003 snow removal/road work. Finally, Ms. Rader stated that she had recently received additional information from Dixon & Waller to assist in sorting out the Power account balance issue. She hopes to have this resolved in time for the Annual Meeting.
- V. 2004 BUDGET ♦ Ms. Rader then presented a revised 2004 budget for review. Based on current CPI, she is projecting a 2.2% (~\$7,000) increase in dues. A discussion followed about charging dues for the improved J lots. Ms. Rader stated that the J-1 owners were billed on a prorata basis from the date they moved in. Mr. Shelton was concerned that the other improved J lot be billed accordingly. Unfortunately, no one was aware of the status of the agreement to bring the J lots into the POA. Since contractors have been using our roads to build a house on a southern J lot, some felt it was appropriate for the owner (Baldwin or otherwise) to be paying dues now. Mr. Shelton made a motion to bill the other improved J lot on a prorata basis effective today. The motion passed with one abstention. Ms. Rader stated that our grazing lease is set to expire on 12/30/2004. We are estimating full payment on that lease next year. On the expense side, it was noted that we would save ~\$4,000 from changes in accounting services and it was agreed to use some of that savings to increase our legal budget to \$2,000. Mr. Shelton confirmed that we should be reimbursed \$3,450 from Vermijo Park Ranch in 2004



for half the cost of the fence repair, and that no expenses will be incurred. Ms. Rader also reminded the group that our trash contract is up for renewal next September. While there may be an issue with price, Mr. Shelton made a point to say that we are receiving terrific service from our current vendor. There were 3 unresolved expense items: the cost of insurance, whether funds would be needed for 911 compliance and possible funds for a covenant addition. The group agreed that the Covenant Committee would use general POA legal funds in that event. Ms. Rader then asked if the Board wanted to submit a zero balance budget for the year and the group agreed. Mr. Shelton suggested that any projected revenue overage be applied to snow removal. At the end of the discussion, Mr. Shelton made a motion to accept the proposed 2004 budget, taking into consideration the remaining open items. The motion passed.

VI. ACCOUNTING SERVICES ♦ At this time Ms. Rader requested questions and comments on the summary of accounting bids she submitted earlier to Board members. She noted that she had not received any comments back from Board members who were unable to attend the meeting. Mr. Shelton inquired who was going to be in charge of the database of owners and would the Board have access to it. Ms. Rader stated that the accountant is both responsible for maintaining the database and for providing relevant information to the Board as requested. She clarified that the owner/address database is maintained within the accounting software, and is separate from the lot database she created, which concentrates on resident information and improved/unimproved status. Ms. Vaugeois acknowledged Century's comments of having to continually re-acclimate to new board members and treasurers, as she personally witnessed the difficulty this could cause. Ms. Rader confirmed the need for the POA to preserve proper accounting principles, guided by the accountant, while allowing some flexibility for Board members on the number and names of accounts used and management reporting. Based on the bids received and references checked, she recommended Ortiz Tax Service, who was the low bidder with an all-inclusive arrangement to provide accounting and tax services, with no charge for supplies other than postage. Ortiz, however, will not perform the general mailing of materials (minutes, special mailings) to owners, which the Board has agreed to take over. The overall savings will be over \$4400 (31%) from 2003 costs. Mr. Shelton made a motion to accept the proposal. The motion was seconded, then a discussion ensued over the concern of making a decision right before new board members are elected. Ms. Rader pointed out that, while this board is more familiar with the issues at hand, we had three nominees present at the last board meeting and they were all in favor of proceeding. Ms. Vaugeois further noted that we are continuing to find errors in our financials. The timing was spurred on by these errors and we have time to make a transition before the annual dues mailing in January. The group voted and the motion passed with one abstention. Ms. Rader stated that she would communicate with the parties involved and assist in the transition of accounting services and gathering of our records.

VII. ADJOURNMENT - Ms. Rader called for a motion to adjourn. The motion was seconded and passed. The meeting was adjourned at 7:40 p.m.

Submitted by Diane Rader, Treasurer, September 26, 2003

# Annual Town Meeting

October 3, 2003

Massari Auditorium, Trinidad State Junior College

POA President, Rick Johnson, opened the meeting with a welcome to all those attending. Before Mr. Johnson could begin his opening remarks, however, Dennis Scott interjected that a welcome to the NEW Massari Auditorium was appropriate. He noted that the interior had been substantially redone by Fred and Harriet Vaugeois in their very successful inaugural season of the Southern Colorado Repertory Theater Company. Everyone marked their approval with applause of appreciation for the Vaugeois' effort.

Mr. Johnson then proceeded with his review of the year past. He recalled three notable aspects to the year. First, he remarked on the progress made to the agonizingly close resolution that will allow for the completion of the water system. Secondly, he noted with joy the remarkably successful year enjoyed by the Fisher Peak Volunteer Fire Department. Finally, he mentioned the pride he felt seeing the Ranch residents' consistent high profile participation and involvement in community events. After his initial remarks, he introduced the committee chairs to present their summaries of the past year. The reports were admittedly shortened to allow for a later presentation by State Forester, C. K. Morey.

## Committee Reports

- **Common Area Committee:** Chair, Mike Shelton first reviewed the committee's response to last spring's snow events. Next he announced that grading of Ranch roads is in progress. The intent is to grade every road that has a dwelling on it. The Committee hopes to have enough money left over to put road base on high priority roads. The audience asked how much longer the cows will be on the Ranch. Jerry Withington, who is in charge of the grazing lease, estimated about three weeks. He noted that once the round up starts you may notify the leasing rancher, Alan Walter, about stray cattle. He lives in Thatcher and his number is in the local phone book.
- **Communication Committee:** Chair, George Gonzalez, thanked Pat Roehl for his work on the Ranch's web site. He also reviewed the Committee's meetings, which centered on use of the Discussion Forum.
- **Budget Committee:** Chair and POA Treasurer, Diane Rader, promised to deliver and explain the 2004 proposed budget at the Annual Meeting on Saturday. In the meantime, she read a letter announcing a public hearing about the installation of another cell phone tower in Starkville. She encouraged anyone interested to attend.
- **Emergency Services Committee:** Chair, Michelle Minion, cited the Committee's accomplishments for the year: 1) Development and publication of an emergency evacuation plan for the Ranch (Great thanks go to Diane Rader for preparing and producing the text), 2) Installation of gates at the entrance to discourage unauthorized entrance, and 3) Facilitation of the use of the Morley exit in emergency situations. Next year the Committee intends to focus on improvement of the Neighborhood Watch program.
- **Covenant Committee:** Chair, Harriet Vaugeois, briefly reviewed the Committee's purpose and work, but deferred the main body of her report to the Saturday meeting.

At this point, Mr. Johnson introduced the candidates for the vacancies on the 2004 Board of Directors: Lee Phelan, Don Ruward, John Sanders, Bob Scott, and Bill Wenstrom. Each candidate introduced himself and gave a short statement. Mr. Johnson praised and thanked them for their willingness to run for Ranch office.

The feature program was given by our regional State Forester, the legendary C. K. Morey, a very good friend to the Ranch and Fisher Peak Volunteer Fire Department. He gave an entertaining slide presentation reviewing the causes and effects of last year's record wildfire season. After the presentation he entertained a number of questions pertaining to the creation of defensible space and defense against pine beetles.

C. K.'s presentation was a difficult act to follow, but the Fisher Peak Volunteer Fire Department was ready. Chief, Buddie Curro, announced that the Department had received substantial matching grants in 2003 from FEMA, Colorado Energy Impact Grants, and the El Pomar Foundation. Portions of the grants are now helping pay for the construction in progress of the Lazaro Martinez Sub-Station on the Ranch and the purchase of the Department's first-ever new brush truck. During the year, the Department also presented itself for an ISO audit, which may lower the District's home insurance rates.Carolynn Johnson, Treasurer of the District's Board of Directors, noted that the grants were very positive, but can only be used to obtain specific items. Since the Department's needs are still great after so many years of neglect, she encouraged everyone to make the Department the primary beneficiary of their charitable donations for the year. She emphasized that it was the District's previous generosity and the Auxiliary's fund raising that produced such success in obtaining outside funding this year. It is important that donations continue because the Department is now aiming at the purchase and deployment at the Lazaro Martinez Station of a pumper truck capable of fighting structural fires on the Ranch in inclement weather conditions. The price tag of this engine is \$350,000.

Harriet Vaugeois reported on the Women's Group for the vacationing Susie Davis. Ms. Vaugeois reported the Group meets on the third Saturday of every month. The meeting location is always posted on the bulletin board at the Ranch entrance. She particularly invited visiting property owners to drop in at these gatherings when they are on the Ranch. She noted the Group has gained such fame at food preparation that they are now the caterers of choice for community events. The Group continues to sponsor trash pick-ups on Interstate 25, and holds the Ranch Picnic each summer as a major fund raising project. Their funds are donated to the Auxiliary for the Fire Department, and they are working toward the construction of a Community Building on the Conservancy.

Lastly, John Woods, a member of the Metropolitan Board, reported on progress toward completion of the water system. On July 21 a joint POA Directors/Metro Board meeting was held to pave the way for a loan agreement with International Bank that would enable completion of the water system. Unfortunately disagreements over the Agreement's language surfaced at the signing. Lawyers have since been ironing out the differences, and a signing is now set for October 6. The contractor, whom we owe \$67,000 for work already started, is prepared to start work again as soon as payment begins. Area 1 should be finished by year-end. The contractor believes the whole system could be completed in three months if there are no weather delays. As far as the court case against the bonding company of the former contractor, the case was scheduled for October. Because of a heavy court load, the Judge ordered us to go to mediation in December. If we do not approve the offer we receive then, the case will be tried.

At the conclusion of the reports the floor was opened for questions from the audience. Ongoing concerns were expressed about Ranch security, dogs running loose, abuse of trash removal, and speeding on Ranch roads. The Board recognized the validity of all these concerns, and promised to continue working on resolutions.

**Santa Fe Trail Ranch POA  
Annual Meeting  
TSJC Massari Auditorium  
October 4, 2003  
MINUTES**

**Board Members Present:**

George Gonzalez,  
Ed Hockett,  
Rick Johnson,  
Diane Rader,  
Mike Shelton,  
Harriet Vaugeois,  
Jerry Withington

**Board Members Absent:**

Monica Leche  
Bob Santoro

- I. CALL TO ORDER - President Rick Johnson called this regularly scheduled annual meeting to order at 9:10 A.M.
- II. PROOF OF NOTICE - Diane Rader confirmed that the meeting had been scheduled for a year. Information had been placed on the web site, and had been mailed before the specified deadline.
- III. INTRODUCTION AND ROLL CALL - Mr. Johnson introduced the current POA Board of Director members and called roll. He found seven present and two absent.
- IV. DETERMINATION OF QUORUM - Mr. Johnson certified that a quorum was present. Over 100 lots were represented in person or by proxy before the meeting started.
- V. APPROVAL OF MINUTES OF PREVIOUS MEETING - There was no question about the minutes.
- VI. COLLECTION OF BALLOTS AND TALLY OF VOTES - Mr. Johnson established that voting would cease in five minutes. All ballots were collected and counted. The results were: Phelan - 16, Ruward - 101, Sanders - 100, Scott - 123, and Wenstrom - 68. Don Ruward, John Sanders, and Bob Scott will assume the vacancies on the Board.
- VII. OLD BUSINESS
  - A. **Committee Reports** - All committee reports had been posted previously on the web site, but had only been presented minimally at the Town Hall Meeting the night before. Consequently, Mr. Johnson asked Committee Chairs to report again.
    1. **Communication Committee:** Chair, George Gonzalez reported that he was now beginning to analyze the results of the survey sent with the Annual Meeting materials. He believes the information will increase communication with non-resident property holders, and reduce expenses.
    2. **Common Area Committee:** Chair Mike Shelton confirmed that road grading was in progress. In view of the rainy weather, dirt roads without base would have to dry before

they can be graded. In response to a question about the priorities for applying road base, Mr. Shelton enumerated: 1) Little Bear, 2) Vista West and Overlook Drive, 3) Owen Baldwin to Bear Paw, and 4) Turkey Creek from Fisher Peak Parkway.

3. **Covenant Committee:** Chair, Harriet Vaugeois, stated that the Committee's purpose was to monitor the language of the Covenants and interpret it, and to deal with current violations. No attempt was made to change the Covenants this year, but next year there may be an effort to add language dealing with domestic dogs. This year the Committee reviewed the manner of bringing complaints, and established procedures. It investigated temporary dwellings on the Ranch. It studied language pertaining to mobile homes, and set guidelines. Time was also taken reviewing specific complaints brought to the Committee. Ms. Vaugeois thanked Committee members for their efforts. In response to a question, she reviewed the insurmountable difficulties that currently prevent amendment of the Covenants.
  
4. **Budget Committee:** Chair and POA Treasurer, Diane Rader reviewed that during her tenure she had dealt with the accounting of delinquent dues to conform with the Covenants, accounting problems from previous years where funds had been commingled, and had reviewed the services the Board needed. From this review of services, bids were requested for accounting assistance. Ortiz Tax Service will now provide financial services to the POA. The transfer will take place in November. The POA expects to save \$4,400 in this change. She thanked Century Small Business Solutions, particularly Bill Quigley, Gail Thomas and Tina Woods, for their help. She presented the proposed budget for 2004, which reflects a 0-based approach. There will be a 4% increase in revenue related to CPI, lot improvements and the addition of J-Lots (properties on the edge of I-25 now being reincorporated into the POA by the developer). This additional money received will be spent in the Common Area on roads and weed control. In response to a question, financial issues regarding the particulars of J-Lot reincorporation are still being resolved with Mr. Baldwin. As a result, definitive answers are not yet available.

#### VIII. NEW BUSINESS

All business was deferred to the Board formation meeting which followed this meeting. A question was asked about the POA purchasing road equipment. The idea has been considered, but our budget prohibits such expense.

IX. DATE OF NEXT MEETING - The 2004 Annual Meeting of the SFTR POA will be October 16, 2004. The Town Hall meeting will be held the previous night, October 15.

X. ADJOURNMENT - With no further business to conduct Mike Shelton moved the meeting be adjourned. The motion passed and the meeting adjourned at 10:07 A.M.

## Santa Fe Trail Ranch POA

Board Meeting

October 4, 2003

Sullivan Room, Trinidad State Junior College

### Board Members Present:

George Gonzalez  
Ed Hockett  
Diane Rader  
Jerry Withington  
John Sanders  
Bob Scott  
Don Ruward

### Board Members Absent:

Monica Leche  
Bob Santoro

### Also Present:

Gail Thomas

### Guests:

Rick Johnson  
Mary Jo Shelton  
Betty Ruward  
Michelle Minion  
Mike Shelton  
Betty Withington

- I. CALL TO ORDER ♦ Rick Johnson called this meeting of the Santa Fe Trail POA Board to order at 10:02 AM.
- II. PROOF OF NOTICE ♦ Mr. Johnson gave notice that that legal notice of this meeting had been given.
- III. INTRODUCTION AND ROLL CALL ♦ Seven Board members were present when roll was called.
- IV. DETERMINATION OF QUORUM ♦ Seven members present made a quorum and all business official.
- V. ELECTION OF OFFICERS ♦ Rick Johnson opened the floor for nominations for president. Jerry Withington nominated Ed Hockett. Ed Hockett was approved unanimously as President. Ed Hockett assumed control of the meeting and called for the nomination of two Vice presidents. The names of George Gonzalez and Bob Scott were submitted and approved unanimously. Nomination of Don Ruward for Secretary was made by John Sanders and approved unanimously. Motion was made by Diane Rader for Don Ruward as Assist. Secretary and unanimously approved. Finally, Diane Rader was nominated for Treasurer and unanimously approved.
- VI. NEW BUSINESS ♦ Committee Chairs. The Board appointed the following chairpersons:
  - Emergency Services ♦ Michelle Minion
  - Communications ♦ George Gonzalez with John Sanders as Co-Chair
  - Covenant Committee ♦ John Sanders
  - Common Area ♦ Bob Scott Chair with Bill Wenstrom as Weed Control and Jerry Withington as Ranch activity
  - Beautification Committee (inactive at present)

Discussion to have Board meetings and Budget meetings together whenever possible. Separate Budget will be scheduled as necessary. All Board members are members of the Budget Committee. Budget must be approved by year-end so meeting date for the Board to approve the Budget is set for November 15, 2003.

Motion was made by Diane Rader that the Board meet six times per year, the same as last year. Motion

was unanimously approved.

SCHEDULE OF MEETINGS:

- Nov. 7, 2003 ♦ Board Orientation (working meeting)
- Nov. 15, 2003 ♦ Regular Board Meeting
- Jan. 17, 2004 ♦ Regular Board Meeting
- Mar. 20, 2004 ♦ Regular Board Meeting
- May 15, 2004 ♦ Regular Board Meeting
- Aug. 21, 2004 ♦ Regular Board Meeting
- Oct. 15, 2004 ♦ Town Meeting
- Oct. 16, 2004 ♦ Annual Meeting

VII. FROM THE FLOOR

Michelle Minion raised a question concerning the number of meetings that a Board member could miss before some action should be taken. President Ed Hockett said he would research the by-laws and report later.

Betty Withington asked a question regarding the status of the J lots and their financial obligations required for inclusion into the POA. Ed Hockett reported that the treatment of the J lots is still under discussion regarding utilities, fees and dues. The metro will accept input from the POA Board and the Board will be part of the review process. Bob Scott and Mike Shelton will attend the meeting of the Metro Board on Monday Oct. 6, 2003 at 12 noon.

VIII. COMMITTEE REPORTS ♦ President Ed Hockett requested the all Committees submit their activity reports to the Secretary prior to the scheduled Board Meetings. Ed Hockett will set Board Meeting agendas two weeks prior to meeting dates.

IX. NEXT MEETING ♦ There will be a working session held on Friday, November 7, 2003 at a time and location to be named. This will be a board orientation meeting and no official business will be conducted. The next regular Board meeting will be Saturday November 15 at 9 a.m. at TSJC.

X. ADJOURNMENT - George Gonzalez moved that the meeting be adjourned. The motion passed. The meeting was adjourned at 11:27 AM.

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Submitted by Don Ruward, Secretary on October 8, 2003.

# SANTA FE TRAIL RANCH POA

## REGULAR BOARD MEETING

November 15, 2003

Sullivan Room ♦ Trinidad State Junior College

### Directors:

	<u>Present</u>	<u>Absent</u>
Ed Hockett, President	✓	
George Gonzalez	✓	
Monica Leche	✓	
Diane Rader	✓	
Don Ruward	✓	
John Sanders	✓	
Bob Santoro		✓
Robert Scott	✓	
Jerry Withington	✓	

**Guests:** Carol Rawle, Betty Ruward, Ann Scott, Joyce Wolff, Walt Wolff

### Agenda:

- I. CALL TO ORDER ♦ Ed Hockett called this regular meeting of the Board to order at 9:02am.
- II. PROOF OF NOTICE ♦ Ed Hockett gave proof that proper notice of the meeting had been given.
- III. ROLL CALL & DETERMINATION OF QUORUM - Eight (8) Board members were present, which made a quorum and all business official.
- IV. APPROVAL OF MINUTES OF PREVIOUS MEETING ♦ Diane Rader moved that the minutes from the October 3, 2003 Town Hall Meeting be approved as posted. The motion passed. Jerry Withington moved that the minutes from the October 4, 2003 Annual Meeting be approved as posted. The motion passed. Diane Rader moved that the minutes from the October 4, 2003 Organizational Board Meeting be approved as posted. The motion passed.
- V. OLD BUSINESS
  - A. **New Appointments:** Ed Hockett reported that John Sanders and Don Ruward had agreed to exchange roles. George Gonzalez moved that the Board approve the appointment of John Sanders as Secretary and Don Ruward as Covenant Committee Chairperson. The motion passed.
  - B. **Committee Reports**



1. Communications: George Gonzalez reported that the committee met October 5 and posted minutes.
  2. Emergency Services: Ed Hockett reported that the committee met November 8 and posted minutes.
  3. Covenant: Don Ruward reported that the committee met October 28 and November 13 and posted minutes.
  4. Common Area: Jerry Withington reported that our fencing contractor will require additional materials and suggested a \$500 increase to the 2004 fencing budget. Joyce Wolff reported that she had written an article about the conservancy and requested that it and a copy of the conservancy lease be published on the website.
- C. **Recognition Plaque:** Ed Hockett requested that efforts continue toward the creation of a recognition plaque. A prior board approved the project with a \$200 spending limit. Monica Leche moved that the project be approved. The motion passed.
- D. **Water System Update:** Bob Scott reported that the Metro Board met November 12 and posted minutes

## VI. NEW BUSINESS

### A. **Financial Report:**

1. Diane Rader reported that she is reviewing data from Century and moved that Century's report of our power fund account balance as of December 31, 2001 be approved and presented to our CPA firm, Dixon & Waller, for correction and finalization of their 2002 annual review. The motion passed.
2. Diane Rader presented the financial reports and George Gonzalez moved to approve them as presented. The motion passed.
3. Diane Rader reported that she had received interest rates offers from International Bank and moved that the POA accounts be consolidated there for greater convenience in transferring funds and higher interest rates. After some discussion, John Sanders moved to table Diane's motion for further research. John's motion passed and Diane's motion was tabled.
4. Diane Rader reported that the October 2003 CPI was not available at this time, but moved that she be allowed to use it when it becomes available to adjust the annual dues. She reported that the September 2003 CPI was 2.3%. The motion passed.
5. Diane Rader presented the proposed 2004 General Budget and moved that the Fence Repair funds be increased by \$500 by decreasing the Snow Removal funds by that amount. The motion passed. Diane then moved that the Legal funds be increased by \$2000 by decreasing the Snow Removal funds by that amount. The motion passed.

- B. **Unified Database:** George Gonzalez moved to approve work by Diane Rader and Pat Roehl to create a unified database of property owner information for POA use. The motion passed.
- C. **Data Collection:** George Gonzalez moved to approve the collection of data for the SFTR database. After some discussion, Bob Scott moved that George's motion be tabled for further research. Bob's motion passed and George's motion was tabled.
- D. **Recommendation of action against a property holder driving recklessly on Ranch roads:** Ed Hockett passed control of the meeting to George Gonzalez, and then representing the Emergency Services Committee, reported that the Committee was informed of an accident involving property damage that occurred on the Ranch. Ed moved that the Board send a letter of reprimand to the unnamed property holders, and that the Board should also send a copy of that letter to Sheriff Jim Casias with instructions that he speak to the property holders and take appropriate action. Ed also presented two sample letters prepared by the Emergency Services Committee. After some discussion, Ed agreed to accept amendments to the letter to Sheriff Jim Casias and agreed to copy the property holders on that letter rather than send a separate letter. The motion passed and the Secretary was instructed to send the letter.
- E. **Covenant Committee Recommendations:**

1. Don Ruward moved that the Board require that J-lots be brought into compliance with the Covenants before they are accepted into the POA. The motion passed.
2. Bob Scott reported that the Committee has researched the issue of "Right of Way" as used in the Covenants relative to fence placement. He presented the following three recommendations for future treatment of this issue:

"The right of way as defined by the original developer is that area between property lines on opposite sides of the road, nominally 60' wide.

- a. Any new fences should be built according to this definition where the fence is on a lot bordering common area. (Note: It was explained during the meeting that this means new fences must be set back 30 feet inside any property line adjoining a Ranch road.)
- b. Any new fence being built on a lot crossed by the roadway, where the lot owners actually pay taxes on the property occupied by the road, should set their fences back 30 feet from the actual center of the road. This minimizes further loss of usable land and protects their fence from damage by road maintenance equipment.
- c. Any existing fence, with the exception of the J-lots, which have not been accepted into the POA at this time, should be allowed to remain, with the understanding that the owner will not hold the POA liable for damage caused by road maintenance efforts. And further, if the POA has a need

for the use of the originally defined 30' easement on the lot side of the property line, it will have the option of requesting the fence be relocated at the owner's expense."

Don Ruward moved that the Board approve Bob's recommendations as presented. The motion passed.

3. Diane Rader reported that the Committee has researched the issue of Covenant changes, and presented the resulting proposed changes to sections 7.1 and 7.2 ([Click Here](#) to see attachment). Don Ruward moved that the Board approve the proposed changes as presented. The motion passed. The changes must now be approved by a 60% vote of all property owners and 60% of all first mortgagees. Efforts will begin soon to explain the proposed changes to all parties involved to increase voter participation to the levels required.
4. Don Ruward moved that the Board approve a request to extend a trailer permit. The Committee recommended approval of this request. The motion passed.

F. **Construction of a POA community building:** Bob Scott moved that the Board investigate the feasibility of constructing a community building on the Ranch. The motion passed.

VII. FROM THE FLOOR ♦ None.

VIII. DATE OF NEXT MEETING - The next regularly scheduled meeting of the Board is set for January 17, 2004 at 9:00am in the Sullivan Room at Trinidad State Junior College.

IX. ADJOURNMENT ♦ Bob Scott moved that the meeting be adjourned. The motion passed and the meeting was adjourned at 11:51 am.

Submitted by John Sanders, Secretary, on November 16, 2003.