

**THE BRIDGES AT BLACK CANYON
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

April 7, 2021 at 5:30 PM MDT

Call to Order & Determination of Quorum

The meeting was held in the Boardroom at the clubhouse and via Zoom. Board members present were Jim Carlson, Beth Feely, Kris Flower and Scott Whitman. Owners present were Carl & Leslie Caimi, Tom Cleary & Freida Kennedy, Eric Feely, Ron & Joyce Meier and Chandra Panther. Rob Loewen joined the meeting in progress at 6:35 pm. Tracey Wolter, Association Manager (Mountain Mansion Management) attended and hosted the Zoom meeting. With four of five Board members present, a quorum was determined. The meeting was called to order at 5:34 pm by Scott Whitman. Mr. Whitman asked Ms. Wolter to chair the meeting.

Approval of Minutes from November 11, 2020.

The minutes were provided to Board members in advance of the meeting. Reading the minutes was waived. Scott Whitman moved to approve the minutes of the November 11, 2020 Board of Directors meeting as presented. Beth Feely seconded. Jim Carlson noted that the action item pertaining to establishing a better system for Board member and owner communication was not included in the minutes. Tracey Wolter will follow up on this with Mr. Carlson. The motion passed unanimously.

Financial Reports through December 31, 2020 & March 31, 2021

The Balance Sheet and Profit & Loss vs. Budget reports for the periods ending 12/31/2020 and 3/31/2021 were provided to the Board members in advance of the meeting.

Scott Whitman moved to accept the 12/31/2020 Profit & Loss statement with no changes. Kris Flower seconded. Tracey Wolter reported that an error was made resulting in an overpayment of \$1,900.00 to Prestige Landscaping. She described efforts to date to collect from the vendor. The owner of the company has repeatedly agreed to remit payment; however, it has not been received. Eric Feely called the previous owner of Prestige Landscaping in effort to assist with collection. The Board authorized Ms. Wolter to proceed with a demand letter for payment stipulating that if payment is not received within 14 days, further collection procedures will follow. After this discussion, the motion passed unanimously.

Scott Whitman moved to accept the 12/31/2020 Balance Sheet with no changes. Jim Carlson seconded. There was a brief discussion regarding the cash position of the HOA compared to 12/31/2019. Board members acknowledged that the cash balance in Operating is less than 2019 due to projects that were completed in 2020. The motion passed unanimously.

Scott Whitman made a motion to accept the 03/31/2021 Balance Sheet and Profit & Loss statement with no changes. Jim Carlson seconded. After a brief discussion, the motion passed unanimously.

Old Business

Parking Regulations & Enforcement

There was general discussion regarding parking enforcement. Scott Whitman will provide a

draft letter/recommendation to the Board by Friday, April 16th. The Board can then discuss whether changes to the parking regulations should be made. The Board may hold a work session to further discuss the topic prior to the next Board meeting.

Design Review Board Update

Ms. Wolter reported that there is a balance owed to Remington's for refreshments purchased by DRB members during their meetings and asked if she is authorized to make payment. She also reported that the DRB has appointed Angela Loewen as the secretary for the DRB and has submitted invoices for her time. Board members discussed these two items and determined that the DRB workload has increased in 2020 and 2021 and that the need for a secretary exists. They previously established that the DRB members will receive payment of 50% of the fees collected during the year.

A motion was made by Scott Whitman to pay the DRB members on a quarterly basis with the amount prorated based on the number of months each member has served in the prior quarter. Further, the current balance due to Remington's will be subtracted from this 50% allotment. Going forward, the HOA will not fund refreshments for DRB meetings. The motion was seconded by Beth Feely and passed unanimously.

A motion was made by Jim Carlson to empower the DRB to appoint a secretary for the DRB as necessary, and to compensate this position from the 50% allotment of fees paid quarterly to the DRB members. The motion was seconded by Scott Whitman and passed unanimously.

New Business

Landscape Maintenance Contract – APS

Ms. Wolter reported that the Project Committee prepared the scope of work for landscaping services, compared estimates, and recommended using APS for all aspects of the scope. The estimates were emailed to the Board for approval, and they were signed and emailed to Glenn Miller (APS).

Doggie Pot Maintenance

Ms. Wolter reported that K9 Scooper Pros has stopped servicing the Montrose area. She previously reached out to Eric Feely to see if his team could help service the stations while she searched for a new contractor. He did not have available staffing during March. Ms. Wolter has been replacing bags at the stations but did not receive keys for three of the four stations. The Board authorized getting the locks changed. Mr. Feely suggested using American Locksmith. Mr. Feely will send an email blast to members to find out if anyone is interested in providing this service. The HOA will pay monthly at \$25.00 per week to empty the trash and replace the pick-up bags. MMM will order the supplies. If no members would like to take on this responsibility, Ms. Wolter will check with Eric Epler and APS.

Prairie Dog Mitigation

Wild West Critter Getters is under new ownership and is now called Wild West Critter Control. They were originally scheduled for mitigation on the vacant lots off Red Cliff Circle on April 19th but were able to move the date to today. Ms. Wolter explained their process and pricing. (\$55.00/man hour to identify active holes and \$130.00/machine hour for eradication). Other areas identified as requiring mitigation were lots on Sleeping Bear Road (south end on both the east and west sides), lots on Torrence Drive and lots on Painted Wall Lane. A homeowner noted that there are prairie dogs near holes 4, 5 and 6. This will be handled by Eric Feely's team.

Landscape Upgrade – Holes 9, 10, 11

Ms. Wolter confirmed that the scope and cost of this work had been approved at the March 2020 Board of Directors meeting. Since this work has started there have been a few comments from members concerning the removal of a small number of trees. It was confirmed that the trees that have been or will be removed would interfere with the new irrigation and may be replaced in the future.

MMM Questions

Design Review Board

Ms. Wolter asked for clarification of MMM's role in the DRB process, specifically in regard to posting meeting information including agendas and minutes on the HOA website and for maintaining accurate files (i.e. meeting minutes). Board members agreed that upcoming meeting information should be made available at least 24 hours prior to the monthly meeting as well as meeting minutes. Beth Feely noted that the information should be included on the www.BridgesofMontrose.com site. Eric Feely will update this site with information provided by the DRB. Tracey Wolter will work with Beth to place a link to the www.BridgesofMontrose.com on the HOA website.

Rob Loewen noted that the DRB occasionally needs to send letters regarding compliance to owners. He would also like to send out letters to owners on completion of construction/landscaping. He will forward requests to MMM. MMM will be responsible for sending the letters.

Combining Lots

Ms. Wolter initiated an email thread regarding lots that have been combined in 2020 and payments received based on the reduced number of lots. This was not resolved by email. There was discussion that lots that were combined in past years were done to remedy specific setback issues and that the process was not intended to continue indefinitely because it does impact the annual dues assessment. A motion was made by Scott Whitman to authorize funding two hours of Bo Nerlin's time to research the steps necessary to combine lots (i.e., whether this requires an amendment to the Declaration). Tracey Wolter will work with Jim Carlson to develop the request to Mr. Nerlin.

Project Committee

Chandra Panther noted that the current Project Committee members are herself, Carl Caimi and Freida Kennedy. Ms. Wolter will update the website hosted by MMM (www.sjaminc.com).

Period of Declarant Control

Ms. Wolter noted that the most current Amended and Restated Declaration states that the period of Declarant Control will end 10 years from recording date of the document (June 14, 2011). Jim Carlson noted that the Board has discussed this previously with Bo Nerlin. He will forward information to Ms. Wolter for follow up with Mr. Nerlin.

Executive Session

A motion was made by Kris Flower to enter Executive Session at 7:08 pm. The motion was seconded by Scott Whitman and passed unanimously.

Items discussed in Executive Session: Infractions and Collections.

A motion was made by Jim Carlson to leave Executive Session at 7:33 pm. The motion was seconded by Scott Whitman and passed unanimously.

New Business (continued after Executive Session)

Collections

A motion was made by Jim Carlson and seconded by Scott Whitman directing MMM to contact Bo Nerlin (attorney) to initiate foreclosure proceedings for any lot that is either \$2000.00 in arrears or has not had a payment made for five years. The motion passed unanimously. The Board directed Ms. Wolter to forward information for four lots to Mr. Nerlin.

Infractions

The Board directed Ms. Wolter to send letters to two owners who are currently in violation of the CC&Rs. They also requested that she distribute these letters to the Board. A copy of the inspection report will be sent to the Board on a monthly basis.

Next Meeting

The next regular Board of Directors meeting will be held at 5:30 pm on June 17, 2021. The meeting may be attended in person at the clubhouse or via Zoom.

Adjourn

Upon a motion duly made, seconded and unanimously passed, the meeting was adjourned at 7:33 pm.

RESPECTFULLY SUBMITTED by Tracey Wolter, Association Manager, Mountain Mansion Management.

I hereby certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.



Kris Flower (Dec 21, 2021 13:54 MST)

Kris Flower, Secretary

DATE: Dec 21, 2021