

Colorado's Timber Ridge Metropolitan District
regular Board meeting minutes
January 21st 2013

Board members present: Ivo Brieven, Jim Nylander, Stewart Sampson and W.B.Wood.
Ken West has a justified absence.

Members present: Shelley Low, Bob Milford, Chris Harwood

1. Quorum: a quorum was established.

2. Open forum: Bob Milford mentioned :

- the plat 959 for the 321 acres has been recorded and on Tuesday 01/22 copies will be obtained.
- also on Tuesday 01/22 the Bargain and Sale Deed will be recorded.
- the East side fencing of lots 7 and 8 separating them from the Quintana property is not in the correct place and the fencing intrudes certainly in lot 8. Whether it does so in lot 7 still needs to be ascertained when the snow is gone. According to Colorado law, if a fence has been there for more than 18 years, the owner can no longer be obliged to move that fence. At the sale of these parcels this boundary question must be disclosed.
- an audit exemption for 2012 may be sought depending on how the gift transactions between CTRHOA and CTRMD are handled accounting wise. Bob Milford will advise after talking to a CPA.

3. Approval of minutes: Ivo Brieven moved and Stewart Sampson seconded to approve the regular Board meeting of December 18th 2012 minutes as written. Motion passed unanimously. Ivo Brieven moved and Stewart Sampson seconded to approve the minutes of the special Board meeting of January 14th 2013 as written. Motion passed unanimously.

4. Adopt budget: The proposed budget for 2013 notice was published in the Pagosa Sun and the proposed budget was e-mailed to the Board members and also made available for public inspection at the office of the President. Ivo Brieven moved to adopt the budget, Stewart Sampson seconded and the motion passed unanimously.

Ivo Brieven moved and W.B.Wood seconded to approve resolution 2013-2 summarizing the expenditures and revenues for each fund and adopting a budget for the calendar year 2013. Motion passed unanimously.

Ivo Brieven moved and Stewart Sampson seconded to approve resolution 2013-3 to appropriate for 2013 from the general fund \$ 27,050 in operating expenses and \$ 141,947 in non-operating expenses. Motion passed unanimously.

Ivo Brieven moved and Stewart Sampson seconded to approve the budget message to be submitted to the Department of Local Government together with the budget. Motion pass unanimously.

5. Insurance coverage: The Board unanimously approved obtaining from the Colorado Special District (CSD) Property and Liability Pool insurance coverage for up to \$ 1,000,000 general liability at \$ 733.10; public official liability at \$ 1,018.00 and crime and ID recovery at \$ 118.79 for a total of \$ 1,869.89.

Ivo Brieven moved and Stewart Sampson seconded to approve resolution 2013-4 to enter into an insurance contract with CSD. Motion unanimously passed.

Ivo Brieven moved and W.B.Wood seconded to approve the Intergovernmental Agreement between CSD and CTRMD detailing the principles of the insurance pool coverage. Motion passed unanimously.

6. Lot sales marketing plan: The 6 lots for sale will be marketed under the name "Ranches at Timber Ridge". It was decided to increase the listed lot prices by \$ 20,000

raising them to:

lot 1:	\$ 389,000
lot 2:	\$ 389,000
lot 5:	\$ 309,000
lot 6:	\$ 289,000
lot 7:	\$ 279,000
lot 8:	\$ 339,000

The Board unanimously agreed to the following marketing concept:

a listing agreement will be entered into with Shelley Low as Broker Associate with Exit Realty stating:

- Shelley Low will list for one year properties on MLS to gain maximum exposure at a flat fee of \$ 1,000.00 per lot payable at closing.
- Shelley Low will handle free of charge the sale contract on behalf of CTRMD
- Shelley Low will place a "For sale sign" at each property.
- CTRMD will pay a buyer's representative a 2.5% commission on the sale price at closing.
- If Shelley Low finds a buyer, she will be entitled to the 2.5% commission on the sale price at closing on top of the afore-mentioned \$ 1,000 flat fee per lot.
- If any CTRMD member, other than a realtor, refers a buyer that member will be entitled to a \$ 3,000 referral/finder fee at closing. CTRMD Board members are excluded from this entitlement.

Widespread circulation by e-mail of this referral/finder fee will be given to the members.

Shelley Low will submit a listing agreement for approval by the Board in a special Board meeting, the date and time of which will be determined later.

7. HUTF: Bob Milford mentioned that his earlier meeting with county attorney and interim administrator Todd Star has been postponed until Tuesday 01/22. At the moment the outcome looks pretty good.

8. Things done so far:

- Obtained EIN number from IRS
- Fuel tax exemption certificate was obtained. It specifies that CTRMD must have a 250 gallon fuel container to get tax exemption, which makes it practically void.
- Sales tax exemption certificate was received.
- Surety bond for Board members was obtained and filed with the proper authorities.
- A P.O. Box was opened.
- CTRMD joined the Special District Association of Colorado (SDACO) at a cost of \$ 175.80 for 2013.
- The meeting notices were posted as required by law.
- The transparency notices were posted as required by law.
- Bud Smith has a CTRMD seal and will forward it to the President.
- A Public Deposit Protection Act (PDPA) application with the Treasurer as Custodian was filed with the Colorado Commission of Banking, but no number has been received yet. On Friday 01/18 Ivo Brieven opened a bank account at Citizens bank and deposited a check for \$ 75,000 from the R.J.Berry Jr.,Inc., Employee Profit Sharing Trust for granting development rights to lots 3 and 4. In the next couple of days a check for approx. \$ 67,500 will be drawn to pay the overdue property taxes on lots 5,6 & 7 to the lien holders.

9. Things still to do:

- As regard the web site Ivo Brieven moved and Stewart Sampson seconded to pay \$ 38 Network Solutions for a "ctrmd.org" domain name. For the time being Bob Milford will handle the web site and allocate e-mail addresses to the Board members.
- Ivo Brieven will obtain a bid price from attorney Bud Smith to prepare by-laws, policies and procedures.

10. Any other business: none

11. Next Board meeting: the next regular Board meeting is scheduled for Monday February 18th. A special Board meeting will be scheduled at a date and time to be determined later (see #6 above).

12: Adjournment: the meeting was adjourned at 08.35 PM.