

**Colorado's Timber Ridge Metropolitan District  
Regular Board meeting minutes  
January 20th, 2014**

Board members present: Ivo Brieven , WB.Wood, Ken West, and Gregg Saffer.  
Stewart Sampson excused absence.  
Members present: Bob Milford, Shelley Low.

Ivo Brieven opened the meeting at 07.00 PM.

**1. Quorum:** a quorum was established.

**2. Open forum:** Greg Saffer inquired on how to post a sign to defer trespassers at the end of the Shooting Star Road. He was directed to make his request to the HOA for approval first.

**3. Approval of regular Board meeting minutes of 12/16/13 and special board meeting on 12/31/2013:** Ivo Brieven moved and Greg Saffer seconded to approve the regular board meeting minutes. All approved. Ivo Brieven moved and WB Wood seconded to approve the special board meeting minutes. All approved.

**4. Marketing lots ,5,6,7 & 8:** Shelly Low was aware of 3 showings in December. Lots 7&8 were showed twice and lots 5&6 were showed once.  
Lot #7 & 8 fence problems with the Quintanas: As agreed in the 12/16 Board meeting, on 1/02/14 a certified letter was sent with return receipt requested to the registered owners of the Quintana's property i. e. Quintana Juanita M. Revocable Trust & Quintana Benedict F. Revocable Trust, 9011 Kittiwake Street, Lakewood CO 80126. In that letter an amicable solution was suggested and the offer of a contribution of \$2,500 reiterated. So far no reaction, although the letter was received on 1/04/14.  
Ivo Brieven will send a copy of the letter to Phil Quintana via e-mail and advise him we haven't received a reply yet.

**5. Time, place, and posting of regular and special meetings:** As per Section 24-6-402(2)(c), C.R.S., Ivo Brieven motioned to adopt Resolution 2014-1 outlining that in 2014 the Board's regular meetings will be held on the 3<sup>rd</sup> Monday of each month at 7 PM in the clubhouse and the postings will be in the same 3 places within the district as in 2013. WB Wood seconded and all approved.

**6. May 6<sup>th</sup>, 2014 Director election:** On May 6<sup>th</sup> the term of Stewart Sampson, Ken West, and Greg Saffer will expire. An election is scheduled for two directors with a four year term and one with a two year term. Ivo Brieven motioned to approve Resolution 2014-2 outlining all the formalities required by law and appointing Garry W. Lassman as Designated Election Official. A notice will be posted in the Pagosa Sun on Thursday 2/06. Ken West seconded and all approved.

**7. HUTF Update:** Section 4 of the “Agreement for Public Highway Maintenance” dated September 16<sup>th</sup>, 2013 reads: “On the first Monday of each February, the “County staff shall host a meeting between the County and all the representatives from all districts to discuss how this agreement is being implemented, the upcoming HUTF submission and such other discussion items as County or District requests be discussed and which relate to this Agreement”. So far have not heard anything from the County about a meeting on Monday February 3<sup>rd</sup>.

As per Bob Milford's e-mail on 1/15, reference his meeting with County officials: Following HUTF funds will be remitted for 2013: \$8,506.90 for period 9/16-12/31/2013 Tier 1 moneys. About \$3,600 is expected in January for Tier 3 moneys.

**8. Financials:**

As the following 2013 appropriations per resolution 2013-3:

Operating	\$ 27,050
Non-operating	\$ 141,947

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Total \$ 168,997

Were exceeded by \$20,011.27 as the actual expenses are:

Operating	\$ 30,039.24
Non-operating	\$ 158,969.03

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\$189,008.27

A revised 2013 budget, budget message, and appropriation resolution must be approved in the February 17<sup>th</sup> Board meeting. It couldn't be done in this meeting as a 10 days notice must be published in the Pagosa Sun.

The 2014 budget with the 2013 year-end estimates were sent to all Board members. It will be submitted to DLG before January 30<sup>th</sup> and posted on the web site.

Investment of surplus funds: Stewart Sampson reported by e-mail that based on a recommendation of Betty Diller, Archuleta County Treasurer, he talked to John Bear at Southwest Securities in Denver. Southwest Securities, headquartered in Dallas, TX is handling billions of dollars in state, county, municipal, and special districts funds. Our best option is to invest in agency funds. John Bear is in Switzerland until 01/22 and we will have to wait until then for an account to be set up.

2013 audit: as the 2013 revenues exceeded the \$500,000 mark, an audit will be required. Apparently there is no conflict of interest in Don M. McNurlin doing the audit, although he has advised both CTRMD and CTRHOA about some book entries related to the sale of lot#2. Greg Saffer and Stewart Sampson are requested to set up an audit, which according to Section 29-1-606, C.R.S. must be submitted to the Board by the auditor by June 30<sup>th</sup> and filed with the State Auditor within 30 days after the report is received by the District.

2013 Year-end financials: Bob Milford explained all the numbers and formulas used to report the 2013 year-end financials in an e-mail dated 1/20.

**9. Filings:** As required by law the following filings were made:

Transparency notice with DLG.

IGA report with DLG.

Contact information with DLG, BOCC, County Treasurer, Assessor, Clerk & Recorder.

2014 budget + message will be filed with DLG before 1/30.

**10. Any other business:** None

**11. Next meeting:** Monday February 17<sup>th</sup>.

**12. Adjourn:** Meeting adjourned at 7:44 pm.