

COLORADO'S TIMBER RIDGE METROPOLITAN DISTRICT

Regular Board meeting minutes

December 21st 2015

Board members in attendance: Ivo Brieven, Stewart Sampson, Greg Saffer, David Campbell. Garry Lassman has a justified absence.

Public present: Barbara & Wayne Kennedy, Jeannie & Gary Wood, Linda & James Rigney, Robert McCormack, Shelley Low, Roger Perry and Craig Moller.

1. Quorum: A quorum was established.

2. Public comments: Barbara Kennedy, President of CTRHOA, commented that the way the CTRMD budget was handled in the November 16th meeting was a "disgrace" as additional funds input to move the mail boxes was not considered. Other CTRHOA Board members chimed in. The comments were acknowledged and the CTRMD Board countered that the only expense in the 2016 budget will be to put in a road base plus gravel behind the mail boxes and that the rest of the related expenses should come out of the CTRHOA reserves.

3. Approval of minutes of regular Board meeting of November 16th 2015: Ivo Brieven motioned to approve the minutes as written. Greg Saffer seconded and the motion was carried unanimously.

4. Insurance renewal:

The Workers Compensation and Property & Liability insurances were renewed for 2016 at a cost of:

✓ Workers Compensation	\$ 190.12
✓ Property & Liability	\$ 2,089.03

	\$ 2.279.15

The budget is \$ 2,100.00. The overrun is caused by the underwriter adding \$ 132.00 for "Non-Owned/Hired Auto Liability" and \$ 65.00 for "Hired Auto Physical Damage", none of which CTRMD has. But these two items were added to the standard policy and cannot be removed.

5. Lots owned by CTRMD:

- Water line to Phase V lots 7 & 8: the 4" dia. water pipe is installed to the junction of lots 7 & 8. Ivo Brieven received a call from Justin Ramsey, PAWSD Engineer, that the County required them to float-fill the trench crossing Bristlecone Dr. Allegedly it was cheaper to core-bore underneath and that is what PAWSD did. As per clause 6 of the "Cost Sharing Agreement" the core-bore is a CTRMD expense and that will jack up the cost to about \$ 9,000.
- Marketing plan for 2016: as no lots were sold for more than two years, the Board requested the broker Shelley Low (in attendance) to submit by the end of February 2016 a marketing plan for 2016, particularly now that the water and sewer issues for lots 7 & 8 are resolved.

6. Maintenance program:

- Electrical conduit to equestrian center: water was getting into that conduit from the in-ground electrical box close to the fire hydrant running to the electrical panel at the equestrian center and coming out just below the panel. A dirt moat was built around the in-ground electrical box to divert the water and a hole was drilled in the conduit well below the electrical panel so that water cannot get near that panel.
- While having a backhoe there, it was used to relocate some of the gravel on the clubhouse driveway, particularly in that sharp bent. The total cost for both above items was \$ 90.00.
- About 1/3 of Shooting Star was crack filled, but then weather hampered the crack filling. The roads that were not crack filled in 2015 are the rest of Shooting Star Dr., Engleman Pl. and Crown Court.

7. Financials:

- The November 2015 financials were reviewed.
- As per the budget, Ivo Brieven motioned to transfer \$ 25,000 from 2015 operating income to 2015 non-operating income. Greg Saffer seconded and the motion was carried unanimously.
- A check for \$ 25,000 will be sent to John Bear of Hilltop Securities for investment when the opportunity arises.
- On November 30th the County Assessor certified the District's final assessed valuations at \$ 7,956,540 which is \$ 2,690 higher than the August valuations, but still \$ 789,260 below the 2015 assessed valuations. On December 3rd Ivo Brieven filed on DLG Form 70 "Certification of Tax Levies for Non-school Governments" the final 2015 ten mill levy certification with the County Commissioners

8. Organizational matters:

- The Board is in favor of switching the meeting times from 06.00 PM to 05.00 PM. This will be formalized by a Board resolution in the January 2016 meeting.
- The district's membership in the Colorado Special District Association was renewed for 2016 at a cost of \$ 287.75.
- The Board accepted the resignation of Stewart Sampson as a Board member and as Treasurer. Ivo Brieven on behalf of the Board thanked Stewart Sampson for his 3 years of diligent service to CTRMD. Stewart Sampson transferred his files to Greg Saffer.
- Ivo Brieven motioned to appoint Greg Saffer as Treasurer in replacement of Stewart Sampson. David Campbell seconded and the motion was carried unanimously. Both Hilltop Securities and Betty Diller, Archuleta County Treasurer, were advised about this change. There is no need to inform the DOLA Division of Banking about the change of custodian of CTRMD's funds as this goes with the Treasurer's function and not the individual filling that function.
- Ivo Brieven motioned to remove Stewart Sampson as signatory on the Citizens Bank account # 20509299 and replace him with David Campbell. Greg Saffer seconded and the motion was carried unanimously.

9. Other business:

- In the November 16th Board meeting it was agreed to put a sign on the club house access road reading: "No Trespassing! Private Property for CTR Owners Only". Greg Saffer agreed to obtain such sign on the internet. Installation will have to wait until spring.
- Ivo Brieven on behalf of the Board wished all attendees Happy Holidays.

10. Next meeting: Monday January 18th 2016 at 05.00 PM.

11. Adjournment. The meeting was adjourned at 06.48.