

PANORAMA RANCHES HOA
BOD MEETING
October 26, 2022, at 5:30pm
Venue: Panorama Ranches - 246 Basalt Mountain Drive

1. Call to Order:

Meeting was called to order by Lea Tyler at 5:37pm. Attendees:

- Board members: Lea Tyler, David Thiel, Patty Heydenberk and Tony Merkel
- ACA: Tony Merkel
- Key Stone Management (KSM): Courtney Nel and Nadia Nel

2. Approval of previous minutes:

Lea Tyler motioned to accept the previous meeting minutes of June 20, 2022, seconded by David Thiel and all present agreed.

3. Lot 7: Present / discuss common area trail ideas – New Business

The owner of Lot 7 planned to attend the meeting in person but ended up calling in to the meeting. This was moved early on the agenda for his in-person meeting. The details of this call in are under New Business, point a).

4. Email approvals:

- 07/25/22 - Approval for Holmes Exactors to relocate shed on Lot 19
- 07/25/22 - Lot 6 water relief approval due to leak – 2nd quarter
- 08/08/22 - Western Slope (WO) invoice approval
- 08/17/22 - Lot 32 Pygmy goat approval
- 08/17/22 - New ACA application form approved
- 08/30/22 - EPC voted as new HOA water operator
- 09/21/22 - Agreement for Lot 7 to attend meeting to present HOA trail proposal
- 09/24/22 - Approval for KSM to draw up HOA "Pool contract"
- 10/04/22 - KSM asked to invoice Lot53C for construction / addition deposit - \$500
- 10/07/22 - Agreement to have hydrant repairs done by W. Col. Hydrants & Valve
- 10/10/22 - Lot 6 refusal for water relief – 3rd quarter
- 10/12/22 - Western Slope (WO) invoice approval
- 10/23/22 - Approval for KSM to update Reserve Study

5. Directors Reports:

a) President

- No report

b) Treasurer

- The treasurer reported that the financials are in current good standing.
- KSM presented the proposed 2023 budget. Some line-item monies have been reallocated as needed but no increase in CAM dues is necessary.
- KSM reworked and updated the Reserve Study to cover a 30-year plan from 2023 forward. With enough monies in the Reserve to carry up to 4 estimated line breaks and enough finances to carry the listed items in the Reserve, it was agreed to reduce the Reserve portion of the dues by \$50 / quarter.
- It was also agreed that KSM research the possibilities of placing a portion of the current reserve monies into CD's, one long term and one short term in order that the HOA benefit from the investment.

- The 2023 budget was voted on as follows:

CAM:	\$255.00	- no change
Reserve:	\$202.81	- \$50 reduction
TOTAL per quarter	\$457.81	

The above dues for 2023 were motioned by Lea Tyler, seconded by Patty Heydenberk, and agreed by all.

c) Secretary

- No report.

6. Committee Reports

a) ACA Report

- The ACA submitted the following report:
 - Lot 16: Under Construction
 - Lot.19: Shed has been moved
 - Lot 22: Under construction
 - Lot 25: Request to install a Sauna, notice has been sent out
 - Lot 27: Completed painting and building a berm
 - Lot 29: Roof completed/ request to extend Loafing shed, notice went out and there was a request for interested party so homeowner review scheduled for 10-25-22
 - Lot 48: Approved replacing siding (maintenance)
 - Lot 49: Under construction - garage
 - Lot 53C: Dug the swimming pool without approval, claimed to be a misunderstanding. Approved the digging of the footings for the pool and spreading the dirt and seeding to prevent erosion. Approved the relocation of the barbed wire fence to the property line on the north side of the property to keep cattle out from the McNulty's, owner claims barbed wire is necessary to keep Angus cattle out.

b) Water Operator

EPC has taken over the associations water operations. No issues reported. A request from KSM to have the slow / low reading meters checked was approved. Owners will be notified of this inspection. The HOA will pay for the initial inspection, but should a meter be found to be faulty, the responsibility for the repairs / replacements needed will be for the owner's account. This was motioned by Lea Tyler, seconded by Tony Merkel and all agreed.

7. Old Business

- a) All backflow preventer testing's have been completed for the 2022 year.
- b) KSM updated the board about Hydrant repairs. The delay for these repairs is due to the busy schedules of multiple excavators contacted. KSM will continue to source an excavator for these repairs.
- c) KSM reported that Kevin Madison has indicated that the incomplete work at the pump house for the transmitter controls should be completed soon.

8. New Business

a) Lot 7: Present / discuss common area trail ideas:

Lot 7 owner called into the meeting to present his ideas for some possible trail upgrades. Instead of presenting ideas / plans for the trails, he suggested that a survey be sent out to all owners initially to see what the communities' interest would be? The survey would gauge how many owners use the trails and how often and what they would prefer to use the trails for. If there is enough interest, then a committee could be established to

gather information and costs and then present this to the Board. This will be a long-term plan to be able to budget for these upgrades if the community's response is favorable. The survey will need to be monitored by KSM.

b) ACA – Design Criteria update:

This document has been completed and will be added to the rest of the documents on KSM's webpage.

c) SB100 policy updates per statutory changes:

KSM informed the Board about recent statutory changes that have been passed and at least 3 of the SB100 policies will need to be updated. After a short discussion, the Board agreed to have all the required SB100 policies updated as they were last drawn up in 2009. KSM will contact attorneys to do this.

d) New Policy – Owner R&R / Cheat sheet:

The Board discussed and agreed to KSM drafting a Rules & Regulations document for the association. This document will be an outline of the required rules per the governing covenants. The document will reflect the association's fine structure and highlight important reminders for owners. The idea of the document will be an easy access for owners regarding all governing procedures, rules, and regulations.

e) Water manual update:

Lea will continue to work with David on the document's necessary updates.

f) Annual Meeting preparation:

It was agreed to hold an in-person annual meeting if possible. KSM to book the venue and source a catering bid from Slow Grooving BBQ.

9. Next Meeting Date

The next BOD meeting will be the association's annual meeting, scheduled for January 19, 2023, at 5pm, to be held at the Missouri Heights old schoolhouse.

10. Executive session

No executive session.

11. Adjournment

With no further business to discuss, the meeting adjourned at 7:58pm.