

**PANORAMA RANCHES HOA**  
**BOD MEETING**  
**September 13, 2023, at 5pm**  
**Venue: Panorama Ranches - 246 Basalt Mountain Drive**

**1. Call to Order:**

Meeting was called to order by Patty Heydenberk at 5:05pm. Attendees:

- Board members: Patty Heydenberk, David Thiel, Tony Merkel, Elise Boyd and Angela Shetzer.
- ACA: David Zamansky
- Key Stone Management (KSM): Courtney Nel and Nadia Nel

**2. Approval of previous minutes:**

David Thiel asked KSM to add the words “determination of” to point 7b) heading. With this amendment, Tony Merkel motioned to accept the previous meeting minutes of July 19, 2023, seconded by David Thiel and all present agreed.

**3. Email approvals:**

- 08/04/23 - Approval of Holmes Excavation invoice for recent water line break
- 08/05/23 - JVAM invoice approval for work on water shares
- 08/07/23 - Approval of KSM invoice for recent water lone break
- 08/24/23 - Approval of Holes Excavation invoice for recent water line break
- 08/30/23 - Western Colorado Electrical Control Specialists invoice approval for recent line break repairs

**4. Directors Reports:**

**a) President**

Patty Heydenberk thanked all involved with the recent water line breaks. She also indicated that an emergency plan should be considered for future line breaks. KSM was asked to get the most recent water manual from David Thiel and to have 4 copies made for the newer board members. The board will then do some training as a group on the system and shut off valves and keys in case of an emergency. Patty informed the board that the HOA had been informed by the Ditch Company’s lawyer, that one of the Panorama Ranches owners was caught illegally siphoning water from the ditch. The letter reiterated that this was not allowed and could carry fines to the association and that they could pursue criminal charges if needed. The board asked KSM to reach out to the guilty owner to find out why he was syphering this water.

**b) Treasurer**

Angela Shetzer presented reports on various investment opportunities for the associations reserve monies. After some discussion on the various investments, their interest and penalties, Patty Heydenberk motioned to move \$100,000 to US Bank – Certificate of Deposit account for an 11-month period at a fixed interest rate of 4.83% and \$50,000 to US Bank – Certificate of Deposit account, for a 19-month term, with an interest rate of 4.74%, with the balance of the monies remaining in the reserve account but converting this account to a Money Market account. This motion was seconded by Tony Merkel and all present were in agreement. Angela was tasked with setting up the investment accounts with US Bank and KSM was asked to convert the reserve account to a Money Market account.

Angela informed the board of an impending transmission line being installed by Excel Energy across the Panorama Ranches area. KSM was asked to investigate this.

**c) Secretary**

Elise Boyd informed the board that she would start putting together a fall newsletter and asked all board members to let her know if they have topics to be included.

**5. Committee Reports**

**a) ACA Reports**

- The ACA submitted the following report:

Lot 7	:	Approved 500' of split rail fence and 150' of DG walkways
Lot 16	:	Under construction
Lot 18	:	Fence is complete. The Hot tub not in yet
Lot 22	:	Under construction. The ACA / BOD asked KSM to reach out to Lot 22 to submit their landscape plan.
Lot 25	:	Sauna has not been installed
Lot 30	:	Stairs not complete
Lot 39	:	Shed completed
Lot 49	:	Looks like garage is complete, still working on interior
Lot 53C	:	Fence has not been relocated yet. Pool is complete with some plumbing for the heater left to do. Safety cover is installed. Water was trucked in to fill pool.

KSM reported that the ACA documents on the web page have been updated with an 18-month completion date as requested at the previous meeting. The Board asked KSM to notify Lot 32 that he may not advertise a mother-in-law or ADU unit for the listing of his house as this is in direct conflict with the associations governing documents and water decree.

#### **b) Water Operator**

- All systems running and all line breaks have been repaired and work completed. During the recent break, the Buck Point shut off valve was found to be broken. This has been repaired but this led to a discussion of the association doing some preventative maintenance. Valves need to be exercised and maintained on an annual basis. Patty suggested using Jesus Velazquez, the water operator for EPC to do these annual checks and possibly the backflow and hydrant checks. The board asked KSM to reach out to Jesus for a bid. The work will be done under his company, Jesus Velazquez LLC.

### **6. Old Business**

#### **a) Absolute Water Rights:**

KSM has asked Samuelson Pump to test the water system usage and submit a report of their findings. This report will be sent to the water attorney in order to complete the submission for the pending absolute water rights.

### **7. New Business**

#### **a) Lot 3 request to use Lot 5 (vacant land) water usage:**

The board had reviewed the request received from Lot 3 to use the allowed water usage of both their Lots without penalty in order to be able to maintain the trees and vegetation on their vacant lot. After some discussion, Tony Merkel motioned to allow Lot 3 to double their first-tier water usage for the next quarter without penalty for the purposes of fire mitigation and landscape preservation purposes. This was seconded by Elise Boyd and all present were in favor. This conversation and decision led to the board considering changing the water tier system currently in place by possibly increasing the allowed usage of tier 1. The board asked everyone to consider the advantages and disadvantages of this and to bring their suggestions to the next board meeting. Should the tier system change, it will only be effective from January 2024 in order to inform owners.

### **8. Next Meeting Date**

The next BOD meeting was scheduled for November 15<sup>th</sup>, 2023, at 5pm. This will be the budget meeting.

### **9. Executive session**

No executive session.

### **10. Adjournment**

With no further business to discuss, the meeting adjourned at 7:59pm.