

April 12, 2013 – 12pm

I) Call to Order: 12:08 P.M.

Present: Shawn Harrison, Teri Ball, Mike Skogen, Keri Thorpe, and Cassie Meyers (Luna)

II) Board of Directors & Property Manager Topics

- Review and Approve March Minutes: Shawn motions to approve, Teri seconds.
- Current Bank Account Balance: **\$ 144,386.76**
- Accounts Receivable: **\$ 68,569.62**
- Reserve Account Balance: **\$ 16,027.29**
- Performance Account: **\$ 17,000.00**
- Bills To Pay:**
- Stay Green Sprinklers** **\$4,935.00**
- Brown and Associates** **\$1915.00**
- Total:** **\$6,850.00**

Board does not approve stay green bill. Shawn said if they would like to receive the bid from Baxter for irrigation, they need to lower their cost. Luna to ask Stay Green why heads are being broken, is it due to contractors driving over them? Board would like to meet with Stay Green to discuss their recent bill for repairs.

Board does improve bill for Brown and Associates.

- Collections: Discuss when to meet with Alana Griffith- Luna will be meeting with Alana on April 25th at 1:00 to discuss collections. Teri would like to be present and she will be out of town until May 1st. Luna to see if we can reschedule.
- Nomination for Board of Director positions – replacing Shawn Harrison & John Taylor.
 - Celia Christenson – Ph 2C – Board thinks Celia is very engaged and wants to help her community. She is very proactive, but BOD thinks she may be better suited as a Central Community Board Member.
 - Keri Thorpe – Ph 6 – Board thinks Keri is a very strong candidate and is very knowledgeable. She could be a very large asset to the BOD.
 - David Graham – Ph 3 – Board thinks David is a good candidate, but they are concerned about having more builders on the board.

The BOD would like to invite candidates individually to meet with BOD, so they can form a better grasp of their qualities beyond what is written in their biographies.
- DRB: Discussion of Hook Fence Response: The DRB should respond to the Hooks regarding this matter.
- Overall Weed Control Discussion- per Trina – Trina was not present at the meeting to discuss due to a sick child. The Board of Directors all agreed that Advantage Spraying did a great job. They did mention that the berms needed to be irrigated and seeded.
- Letter to City re: Road Improvements –per Teri – Board in favor of sending out letter that Teri Drafted. Keri added additional verbiage to include road improvements in the City's capital improvement plan.
- **Capital Improvement Projects- Discuss Bids if avail**
 - Well Installations: Luna has acquired 2 bids, one from Red Tiger and the other from Potts. They are waiting to receive an additional bid from Van Dyken. Van Dyken informed Luna they are more expensive, but they use higher quality parts and they have a longer warranty. Determine Potts warranty. Luna to contact Potts and determine warranty.
 - Irrigation Bids
 - 10 Acre Park
 - Common Space North of 10 Acre Park off Arabian

Luna is in the process of receiving additional bids for irrigating the corridors, 10 acre park, and common space north of 10 acre park. They have requested bids from Moss Creek and Bear Paw Landscaping
 - Landscaping Bids
 - Corridor Trail

Luna is in the process of receiving bids for landscaping the corridors. Cashman Nursery, Moss Creek, and Bear Paw Landscaping have been contacted for bids. Luna should receive bids by next week. Once bids are received they will email to the Board.
 - Phase 6 Pocket Park
 - Landscaping Bids
 - Grading
 - Irrigation

▪ City – Veg Kill, Seed Kill and 50% of Irrigation Install
Luna is in the process of receiving landscaping and irrigation bids for PH.6 pocket park from Moss Creek and Bear Paw Landscaping and Cashman Nursery. They should have all bids by next week.

Luna to put pressure on contractors for bids. Board to consider availability of contractors when deciding on contractors for work to be done.

• **UPDATE**

- Speed Limit Signs on Equestrian, Crosswalk by 10 Acre Park and Slow Children playing on Ferguson were all denied by the City
 - Andy Kerr denied all requests for sign installs because they conducted study, and proved signs were unnecessary.
 - The final decisions reside with the City Commission on sign request installs if Baxter would like to pursue.
 - Luna to file for an encroachment permit for signs to be installed in the park areas/high speed areas that state, Baxter Meadows appreciates you driving slow.
- UPDATE: CCR Amendment – Luna
Luna has offered to assist in the CCR changes. Board would like to see a trial amendment change prior to deciding to go with Luna for this.

• **OPEN FLOOR/DISCUSSION**

- Contact Pam Halse Management and inform her Phase 1 lot by the clinic is a mess. The Baxter Master would like to contribute and improve common area by Clydesdale.
- Ph 2A should contribute to the Master Association. The Master pays for mailboxes they should be billed for linear park maintenance.
- Does Advantage Spraying maintain portion of linear park in phase 1? Luna to determine, if so Ph.1 needs to maintain or be billed.
- Advantage to look at 4A brown spots.
- **CONSTRUCTION ISSUES:** Board agrees that Excavator shouldn't be on streets. Luna informed city said would not cause damage as roads are built to withstand that type of weight. Luna has been in contact with contractors and they have asked them to clean streets and cover dumpsters. Board agrees that Luna should be more aggressive with contractors and inspecting for damages to the common space, covering dumpsters, mud on the road, and burn piles. Luna to enforce Board members who own lots equally such as Trina and Mike Skogen at their construction sites. Board would like to be more aggressive with contractors and start fining if necessary. HOA can fine up to \$500.00 for excessive debris from lots and will enforce street sweeping.
- 10 Acre Park Sign- Thom White can we remove the white 10 acre park sign? It looks tacky.

HOA ONGOING PROJECTS/ISSUES

- Covenant Amendment Changes
- Architecture Design Color Choice – Request to Matt Faure
- DNRC- Ownership of wells – Status Same 3 of the 5 are complete, still waiting to hear from DNRC about the final two.
- Phase 2C and roof PVC Pipes- paint to match
- **Sub-Associations:** The Crossings(4A), Neighborhood Center Association(?), Central Condo Owner's Association (sub-association Duck Creek Condos) Central Property Owner's Association (2C, 2D, 6 & Duck Creek), Baxter West (3A)

Meeting Adjourned: 1:00 P.M.

Next Meeting Date: