

**Baxter Meadows Master HOA**  
Board Meeting Minutes - August 23, 2019

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A meeting of the Board of Directors of Baxter Meadows Master Community Association was held on August 23, 2019 at the offices of Luna Properties, LLC (LP).

**Call Meeting to Order:** 12:10pm

**Present:** Kevin Kuehnel, Celia Gravens, Mike Flynn & David Guthmiller

**Review of July Minutes:** Mike Flynn motions to approve minutes as written. Celia Gravens seconds. 4-0 approve, minutes are approved.

**Review of Financials:** Discussion of AR balance on Balance Sheet, Aging Summary balances and budgeting for Lawn care. Monthly payment of \$9780/mo needs to be split between lawn care, weed control and dogi-pot maintenance. Luna will send financials out week prior so that and questions can be emailed to Luna prior to the Board Meeting.

### **New Business**

**Determine Officers:**

President - Celia Gravens, Vice President - Mike Flynn and Chuck Camps as Treasurer. Motion made and approved for 2019 Board of Director Officers. 4-0

**Review of Design Review Board Process:** Penny Murray reviews new construction and current DRB consists of Barclay Hook & Jimmy Swenson. Design Fee for new construction is \$550 and \$50 for fence and landscape reviews. Board requests review report from Penny Murray and DRB. Ask for attendance at the next meeting.

### **Common Area Maintenance**

**Tree Removal:** Phase 6 trail off Gallatin Green and Pocket Park in 2C remove dead trees and wait until Spring 2020.

**Gallatin Green & Equestrian Roundabout:** Landscaping is dead. Staygreen looked at and there is no water. Advantage will look at to determine what can be done to remedy. Luna has also contacted City to see if the landscaping falls under their responsibility. Awaiting follow up.

### **Old Business**

**Sundance Apartments** - Discuss options on how to proceed to get the contract signed by Steve Broadbent. Board agrees to have Troy contact Steve Broadbent via phone before filing the complaint. Request for estimate for filing. Est: \$1720 (Filing fee \$120, Service Fee \$100, Prep of Complaint & Summons Paperwork: \$500 .. variable cost based on time of pleading prep \$1000.)

**Crossing II HOA** - Discussion to review the Opticom Contract. Mike Flynn motions to create a sub-committee to communicate with Crossing II Board. Celia Gravens seconds. Kevin Kuehnel and Mike Flynn volunteer to serve on the sub-committee.

Linear Park Benches have been installed.

**Next Board Meeting:**  
**October 1, 2019 12pm**