

Baxter Meadows Master HOA
Monthly Board Meeting
February 12, 2014

A meeting of the Board of Directors of Baxter Meadows Master Community Association was held on February 12, 2014 at the offices of Luna Properties, LLC (LP).

Directors Present: Wendy Wilson, Teri Ball, Keri Thorpe, David Graham, Celia Christensen & Mike Skogen

Directors Not Present: Anders Lewendal

Also Present were: Shannon Weber & Kathi Cowdrey (LP)

Call to Order

Teri Ball called the meeting to order at 12:01pm MST. A quorum of directors was present, and the meeting having duly been convened, was ready to proceed with business.

Review of January Minutes

Minutes were presented to the Board for approval. The minutes were approved with revisions to email notice to be sent to owners regarding collection procedures and the typo of land dedication acres from 1.59 to 1.95. Motion was duly made, seconded and unanimously adopted.

Review of Financials

The collection letters have been sent out by the hoa attorney. Discussion of aging summary in understanding the current column against the 1-30 column. Is it possible to remove the 1-30 column and combine with the current column to get an more accurate review of currently what is past due? Otherwise both columns must be combined to see the number. 1-30 Column represents previous month's billing cycle.

Based on yearend review of 2013 – motion is made to move \$32,000 from the operating account into the savings account for future improvements. Motion was seconded and unanimously adopted.

Proposed 2014 Budget – changes to reserve transfer, Crossing II income and management fees. Budget will be emailed for final approval. Board discusses approving the same Central budget from 2013 as numbers have not changed regarding common area expenses.

Common Area Maintenance Responsibility per Phase

Need to make sure open space is dedicated to the Master Association. Need to determine who is responsible to maintain open space in Crossing 1 and Crossing 2. Teri suggests creating a map and documentation to clearly track Master responsibility so future boards can be clear on area of responsibility between Master and Sub-Associations. *Luna to create document to review in March meeting. Map can be created to support maintenance plan once final approval has been given.*

Snow Removal Update

Complaints have been given regarding piles of snow blocking the streets and the slick alleys in Central HOA. Board makes decision to remove the excess snow build up from the streets to make for easier driving abilities on the streets. Question was raised as to whether or not a onetime sand/salt mixture could be added to the alleys in Central. After consulting with the snow contractor, this application has to be added on a regular basis because after snowfall, it would be plowed up. This service was not budgeted for and it owners would like to have this service than would need to be accounted for by assessment. The contractor is trying to clean up the areas during warming temperatures to accommodate the issue.

Open Floor

Empty Lot Maintenance – Luna met with the City Code Enforcement Division and the City will only enforce mowing and spraying after a formal complaint has been made. For 2014, Luna will send out empty lot maintenance letters and file a formal complaint with the City once the deadline has passed for maintenance of empty lots. The goal is to work with the City to enforce maintenance of all empty lots, as per the covenants, city and county regulations. If the City does not enforce through contractor services and reimbursement of costs, the HOA has the power and right to execute service and bill for costs as per the covenants. Board wants to focus on the land north of Phase 6 as this field has a lot of thistle. Mike Tracy currently owns this piece of property.

Meeting Adjourned: 1:18pm