

Baxter Meadows Master HOA  
Monthly Board Meeting  
January 8, 2014

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A meeting of the Board of Directors of Baxter Meadows Master Community Association was held on January 8, 2014 at the offices of Luna Properties, LLC (LP).

**Directors Present:** Wendy Wilson, Teri Ball, Keri Thorpe, Anders Lewendal, David Graham, Celia Christensen

**Directors not Present:** Mike Skogen

**Also Present were:** Walt Wolf and Shannon Weber & Kathi Cowdrey (LP)

**Call to Order**

Teri Ball called the meeting to order at 12:02pm MST. A Quorum of directors was present, and the meeting, having duly been convened, was ready to proceed with business.

**Review of December Minutes**

Minutes were presented to the Board for approval, whereupon motion was duly made, seconded and unanimously adopted. The minutes were approved with revisions to the Parkland Credit Update section stating that the City should encourage the Sundance Apartment complex to participate in the Baxter Meadows Association.

**Review of Financials**

Discussion of past due accounts. The governing documents state that accounts can be submitted to collections at the owner's expense. BOD decides to ask Alanah to send a letter to all accounts 90 days past due giving a 60 day window to pay off the debt. If account is paid in full within 60 days, then the finance charges will be waived. This is a ONE-TIME offer. If the account is not paid in full, the account will be turned over to collections. *Luna to work with CBO Collections. Moving forward, all accounts 90 days past due will be turned over to collections. Luna to send out email notice informing owners of this process. Luna to provide Alanah with owners delinquent along with statement of accounts to be sent with the demand letter.*

Discussion of tracking Central HOA through class tracking in quickbooks. Allows ability to track per phase. At end of year, move net income funds into separate reserve account. Should expenses need to be spent for

repairs in Central HOA – if a Board is not in place, the owners of Central will be asked to approve such expenditures via a vote.

### **Final Approval of 2014 Budget**

Adjustments to be made

- Change Trail Maintenance to \$3000
- Adjust Income Crossing/The Knoll

Discussion of Snow Removal Costs – bid high to accommodate for worst case scenario. *Luna to revise and email to Board.*

### **Open Floor**

Walt Wolf is present to discuss Declarant Status of The Knoll and payment of HOA dues to the Master. Mr. Wolf's position is that while developing The Knoll, he will be maintaining snow removal, maintenance of common areas once landscaping is installed until 75% of the development has been completed. His understanding is that HOA dues are not paid to the Master HOA until lots have sold. He as the Declarant of The Knoll is not obligated to pay HOA dues to the Master. Mr. Wolf has improved the trail system off of Arabian in Phase 3A spending an estimate of \$130,000 on improvements. He has also spent \$100,000 on trees in Phase 3A.

The other issue at stake is how the parkland credits of Baxter Meadows Master Community were applied to The Knoll development. Instead of dedicating 1.95 acres of land in The Knoll area for parkland, the City granted this acreage from Baxter Meadows Master HOA common areas towards this requirement.

Mr. Wolf states that there are other ways to meet this requirement that could have been agreed to and does not feel paying dues to the Master HOA and the parkland credit given by the City are related.

As per the HOA attorney, Alanah Griffith, the board can set an assessment to be paid by both The Knoll developers and the Crossing II developers whether the lots have been sold or not. Both developers are Declarants of their sub-association The Knoll & Crossing II, not the Master HOA. Therefore they are exempt from paying HOA dues to their individual sub-associations, but not the Master HOA.

*Luna to contact Alanah to see if a flat rate can be charged per development to support parkland maintenance vs. charging an adjusted rate per lot for parkland credits given.*

**Not Discussed and on the agenda:**

Common Area Maintenance Responsibility – per Phase (Luna to draft map with ideas of phase maintenance for next meeting)

Design Guideline Amendments – Separate meeting needs to occur with DRB to discuss modifications.

**Meeting Adjourned:** 1:18pm