

Baxter Meadows HOA  
Meeting Minutes  
July 10, 2013

---

**Call Meeting to Order:** 12:05pm

**Present:** Teri Ball, Keri Thorpe, Wendy Wilson, Anders Lewendal, David Graham, Mike Skogen & Celia Christenson (Shannon & Cassie – Luna), Sandra & Bert Kennedy & Nanci Kaehler

**Review and Approve June Minutes:** Keri motions to approve, Teri 2nds. APPROVED.

**Review & Approve Financials:** Teri motions to approve, Celia 2nds. APPROVED.

Current Bank Account Balance:	<b>\$127,539.38</b>
Accounts Receivable:	<b>\$78,369.82</b>
Reserve Account Balance:	<b>\$16,029.50</b>
Performance Account:	<b>\$18,000.00</b>
<b>Bills To Pay:</b>	
<b>Stay Green Sprinklers</b>	<b>\$11,270.00</b>
<b>Advantage Spraying</b>	<b>\$7115.00</b>
<b>Luna Properties – Postage</b>	<b>\$183.34</b>
<b>TC1 Wildlife- Gopher Control</b>	<b>\$4746.30</b>
<b>Nanci Kaehler – Admin Reviews</b>	<b>\$430.00</b>
<b>Total:</b>	<b><u>\$23,744.64</u></b>

**BOD Topics of Discussion:**

- **Phase 2C Retaining Wall Issues**  
Discussion of whether or not retaining wall is the responsibility of the owner or HOA. Was originally installed by the builder of the homes in question. BOD discusses that this should be determined by the Central Owners HOA. *Celia to investigate with PH2c owners and report back to Luna.* Estimated cost to repair ONE wall is \$4800.
- **Review Well & Water Right Ownership – 602 Applications**  
Two wells are currently under Baxter Meadows Development, LLP and Jerry Williams needs to sign a real estate transfer certificate in order to transfer over to Baxter Meadows Master. Luna has contacted Jerry Williams several times to no avail. *Luna to email John Taylor to find out contact number for Erica in hopes to reach Jerry.*  
**Phase 1 Well** – Linear Park uses phase 1 well for water. Previous agreement made with Phase 1 to split costs of power in exchange for usage of the well. (35 gallons per min – is water limit in the valley)
- **The Knoll & The Crossing Development Signs**  
Teri motions to allow “temporary signs” for each development while currently under development. Mike 2nds. APPROVED.
- **HOA Attorney**  
*Luna to gather bids for new representation. Suggestions: Susan Swimley, Alana Griffith, Calvin Braaksma & Tim Fallaw.*
- **Review Past Due Account Status submitted to Alana Griffith to collect**  
**Okito** - \$5167.75  
**Silverio** - \$5223.03 & \$4684.93 (owns two lots)  
**Trevor Smith** - \$3413.71, \$3362.56, \$3450.62, \$3506.56, \$3815.08 (owns 5 lots)  
Discussion to increase fines for excessively past due homeowners. *Luna to consult with Alana Griffith (attorney) before voting to increase late fees.* Alana to review late fee and fining stipulations in the covenants. BOD does not want to move forward with collection process with attorney at this point in time.
- **Board Position Nominations**  
Teri nominates Keri Thorpe to Vice President/Secretary, Mike 2nds. APPROVED.  
Mike nominates Celia Christenson to Treasurer, David 2nds. APPROVED.  
Teri nominated to President via email vote in June.

### **DRB Reviews – Nanci Kaehler to discuss projects needing Board Approval**

1. EJ Hook fence update – per Mike Skogen – BOD approves variance. *Luna to send final approval letter.*
2. 2375 Lasso – Owner built without approval. What steps does the BOD want to take? *Luna to consult with Alana regarding fining options for non-compliance. Nanci to follow up with Tara Hastie regarding non-compliance with the City of Bozeman.*
3. **Common Space Planting – 4665 Danube Lane-** Owners Bert & Sandra Kennedy present to discuss options to landscape the edge of their property in Baxter West which is adjacent to the “berm”. Owners ask to landscape open space with beds and trees. BOD denies request to allow landscaping on open space as it is against the covenants. There are several issues to the berm with not enough irrigation, weeds, too steep to mow, mud erosion and drainage issues. Original plan was to plant the berm with native grasses. Creeping red fescue was seeded. BOD asks Wendy to ask Walt Wolf whether or not he plans to fix the berm since it was originally integrated by Trina Wolf. In the past the BOD had allowed Trina to install and had asked Ms. Wolf to bring it to HOA standards and complete. *Wendy to follow up with Mr. Wolf and report back to the BOD. Luna to follow up with Kennedys.*
4. All fences previously built without approval will be put on notice that the BOD is aware of the non-compliance but BOD will not be able to enforce re-construction at this time.

### **Capital Improvement Projects**

- o Update - Wells have been installed.
- o Luna gathering bids for electric. Once power has been installed, Stay Green can start irrigation install.
- o City scheduled to install hydro seed last week. Has been delayed for two weeks due to equipment issues.

### **UPDATES**

- o Review Alana Griffith Meeting suggestion for Amendment Change vs. Fiscal Policy Filed.
- o When to charge Crossing II HOA Dues? Final Plat to be approved soon.

### **HOA ONGOING PROJECTS/ISSUES**

- Covenant Amendment Changes
- DNRC- Ownership of wells – Final two wells are in Baxter Development, Jerry has been contacted to sign over to Master as of June 2013. Location of well Lasso/Kimberwicke & Equestrian (Open Space off Riata)
- 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\_\_\_\_\_

Next Meeting Date:  
**August 14, 2013**