

**Spyglass Ridge Homeowners Association  
Board Meeting Minutes  
October 11, 2023**

The meeting was called to order at 5:30 PM by Board President Don Carlson.

A quorum was established with the following Board members present: Brent Smith, Don Carlson, Patrick Fhuere, Scott Ryder, and Tom Beckwith. Mike Cleary and Pam Romig were absent.

Motion to approve the meeting agenda was made by Scott and seconded by Brent. Motion carried 5 – 0.

The minutes of the September 13, 2023, Board meeting was reviewed. It was moved / seconded by Scott / Brent to approve the minutes as presented. Motion carried 5 – 0.

**Treasurer Report – Don Carlson for Mike Cleary**

The financial reports for the month of September were presented. There were some additional expenses in September that should be noted which are:

1. 3 pay periods included in monthly payroll expense
2. Increased pool maintenance cost due to purchase and installation of new pool cover ropes for both sides of cover.
3. Furnace annual maintenance and repair work.
4. Payment of balance of cost for the completion of 2022 Federal and State tax returns by Dalby.

There was a Worker's Comp insurance premium refund in the amount of \$97 from State Farm in September.

There were no Capital Improvement or Reserve expenses during the month of September, however, the checking account was overstated, and the Capital Improvements account was understated by \$250 which has been corrected.

The proposed 2024 budget was reviewed in detail including the recommendation for the annual assessment for 2024 to remain the same as 2023 at \$800.00. For 2024 the distribution of the assessments would change slightly to \$691.00 going into operating funds, \$109.00 towards reserve funds which is a \$5.00 increase towards reserves from 2023. Capital improvements will not be funded for 2024. There was a question from Scott as to why we were only budgeting \$5,000.00 for irrigation repairs when we have historically gone above this amount annually. There were also concerns about pool maintenance costs increasing to \$100 per trip for 2024 bringing the total cost to \$6,600 for the season. Suggested that we try to negotiate lower per trip rate for multiple year contract. Increase in amount budgeted for postage due to the new rules created by HB22-1137. Landscape contract increase of \$700.00 for 2024 and projected insurance premium increase of 5%. Suggestion from Don Carlson that the budget for 2025 would need to be increased to keep pace with the increased costs which would mean an increase in dues for 2025. It was moved / seconded by Scott / Patrick to adopt the budget 2024 proposed budget as presented. Motion carried 5 – 0.

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## **Committee Reports**

### **ACC Committee – Tom Harkin**

There have been two (2) scheduled ACC Committee meetings since the September board meeting. Submissions have included roof repairs, fence repairs, repair of slopes due to soil expansion, and landscape plans.

Update on the landscape plan first submitted by Lot 169 and reviewed by ACC on 9.13.23 and resubmitted with corrected number of plantings for review on 9.27.23 is that after additional review which included an in person visit to the lot by the committee the ACC recommends that the board of directors approves a variance to only require the owner to plant two (2) trees (1 deciduous / 1 evergreen) at the front of the lot on either side of the driveway due to the unusually large view shed area the lot has, as set by Mesa County. It was moved / seconded by Tom / Patrick to approve variance for required number of trees to two (2) for this lot only. Motion carried 5 – 0. The ACC also recommended to the board of directors the approval of variance request by the owner of the same lot (169) for an extension to have his landscaping completed with the recommended extension deadline of March 31, 2024. Motion was made by Tom and seconded by Patrick to approve the extension with the March deadline. Motion carried 5 – 0.

### **Community Manager Report – Jennifer Mangan**

New Designated Contact Form was reviewed. It was created in response to the change in law created by HB22-1137. Directors felt change was needed under Instructions from 2. All legal owners must sign and include their information on the form. to 2. Only those owners who want to designate a contact must sign and include their information on the form. It was moved / seconded by Patrick / Tom to approve new form with the change. Motion carried 5 – 0.

Key card policy and key card agreement forms were reviewed again after researching and correcting the length of time privileges of card could be lost for misuse from one (1) year to sixty (60) days per the SGR CC & R's. It was moved / seconded by Scott / Tom to approve both forms with the correction. Motion carried 5 – 0.

Reviewed changes to fine structure on the 2024 ANNUAL ASSESSMENT NOTICE for delinquent payment of assessments. Change is necessary due to legal changes resulting from HB22-1137. A per month fine for late assessment payments will be replaced with a one time fine of \$250 for payments not made timely. A change in wording of document from a fine of \$250.00 for each lot owned to each lot in arrears needs to be made. Motion made by Patrick and seconded by Tom to approve form with changes. Motion carried 5 – 0.

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### **President Report – Don Carlson**

Discussion regarding 2024 WD Yards proposed contract and what it included. The HOA is working on getting additional bids for landscape services and will discuss in more depth once bids have been received. Also, discussed recommendation from WD Yards to install a flow meter and master valve that would work in conjunction with the IQ controller that was installed in 2023. Further review of this possibility will be reviewed at future meeting.

Received a quote from WD Yards for removal of snow greater than 1 inch for \$200 per trip this winter. We can call and cancel the service as needed. Removal will include the RCC from sidewalk starting at the driveway and extending to the corner of Gunnison Ridge, the entry ways and walkways to the entries, Arcieri park sidewalk in front of landscaped areas, entire length of Spyglass Drive sidewalk, and 27 Road sidewalk from entrance to community to HOA area behind Lot 14. Concern was brought up as to why we are not removing snow from Secret Canyon Lane sidewalk going up to Secret Canyon Ct.? Will inform WD Yards to include that section in removal as well.

### **Other Business**

Discussion regarding election process and request for a board member volunteer to act as the chairman for the nominating committee. Scott volunteered to act as chairman and 2 community members, Tom Harkin and Rodney Travis, volunteered to be a part of the nominating committee.

3 seats will be vacant this year. Candidate biographies must be turned in to the Secretary by Nov. 25<sup>th</sup>. Community Manager will forward candidate forms to committee chairman by 10.13.23.

Results of pool regarding what community members would like to do in the pool area where the playground equipment was removed because of safety concerns. The results of the vote were:

7 – To install a new Pergola for shade in the location

3 – To replace the play equipment that was removed

36- To do nothing to the space at this time

The issue was tabled until a later time.

The next Board meeting is scheduled to be held at 5:30 PM on Wednesday, November 8<sup>th</sup>.

It was moved / seconded by Tom / Pat that the meeting be adjourned. Motion carried 5 - 0. The meeting was adjourned at 7:26PM.

Respectfully submitted,

Jennifer Mangan  
Recorder of Minutes