

Meeting Minutes 12/4/2018 Final  
Board's Lower Ranch Homeowners' Assn  
Board of Directors' Meeting  
4 Dec 2018– Pamela Doucette's home, 4:00PM

1. Old business

a. Review last meeting minutes, JUNE 6 2018 AND APPROVE.

Motion to approve June 6th, 2018 minutes as presented made by Scott, seconded by Wendolyn. Passed. 6/6/18 Minutes approved.

b. Review Action Items from last meeting - only those not done are listed

- Discuss with Council, Jill Eshman, re: the legality of BR property sales owned by SVLTH after closing becoming part of HOA. (Wendolyn and Janet) and FISHERMAN EASEMENTS defined. Do we have to adjust plats.

Motion made by Jerry as follows: We will hire Jill Eshman as council to look into the legality of easement ownership or responsibility, in order to determine proper boundaries of land in question when parts sold to HOA owners and fisherman's easement boundaries. Seconded by Scott. Motion carried. Wendolyn to contact Jill Eshman about the role of the association in the Fisherman's easements, as well as how we are to handle property sold by SVLTH to current HOA property owners to increase their land ownership.

- Island parcels- welcome letter? Any adjustments we need to make to Plat? Janet will let Board know when she is notified by Kathy Braegger, representative from the Island property, that The Island has been filed and recorded as 5 separate property owners of the Board's Lower Ranch HOA. Janet will update Member roster with these owners. Done-and HOA welcome letter ready to mail to Islanders, Summer 2019 we will begin individual lots & annual dues

2. Financial report (Scott)

a. Update on Payables & Receivables.

*Profit and Loss statement (Accrual Basis) from Jan- Nov 2018 recorded a net income of \$4283.07 after \$9,329.54 expenses. On a cash Basis the Profit and Loss from Jan-Nov 2018 shows a Total Income of \$16,422.61 (\$4,482.61 from snow removal Income, \$11,160.00 from Dues Income, and \$780 from Interest income). Total expenses (including snow removal and road maintenance, professional fees, Insurance, postage, bad debts and internet fees) was \$8,729.67*

b. Accounts Receivables. Total in dues not received is \$2,030. This represents 12 properties and one property which needs to have a lien notice posted against it for \$710.00 . In addition, Whipsaw Road group receivables total \$3950.00. Third notice has recently been sent out. Boiler Board East and Whipsaw Road groups now all have separate checking accounts. Boiler/Board East and Whipsaw under HOA, other road groups handle affairs independently without their own HOA checking account

c. BUDGET 2018-

Scott presented a budget for discussion. In addition to what was presented the Board voted and approved the addition of:

Road and easement cleanup as required \$1000

Summer Party expenses \$500. (Wendolyn moved, Scott seconded, that whoever puts on the summer party for the association can be reimbursed and compensated for up to \$500.00 . Approved.)

d. ROAD GROUPS. Road groups operating as a group (Boiler/Board Loop and Whipsaw) have separate checking accounts now.

e. Other: Scott had to spend many hours of his time reinstating our HOA status for the Bank and state, which had lapsed. DONE

3. New Business-

a. JANETS REVISIONS TO MEMBER LIST. Janet has made many additions to member list and will get the updated list posted to the website. She will also draft a notice regarding Avalanche awareness.

b. Signage- This will be a spring 2019 project. Scott and Janet will locate and get sign mounted.

c. Road jogging on Boiler and whipsaw- surveys. It seems that some of the unpaved Board Ranch roads have not “followed” the crisp 90-degree corners of the plat, altering some land use. Tom Drougas is in the process of drafting easements for the Whipsaw corner which affects owners of lots 36 (McGregor) and 34 (V Jenson) on Whipsaw, and Lots 60,63,64,and 65 on Boiler (Board?) Loop.

d. Spread word no Lunceford plowing now Franco.

e. Any other neighbor issues. Janet has attended meetings that the county has been having regarding updating the Blaine County Comprehensive Plan, The County has reached out to neighborhoods such as Board Ranch and Hulen Meadows HOA’s. Concerns include non-conforming property, side roads and private roads, signage, easements, speeding, river/creek front properties, avalanche zones and building, avalanche awareness during high danger periods, and the degraded water quality at Penny Lake. She will keep the BOD posted on any developments of the comprehensive plan.

FYI: A new sheriff deputy has been assigned to patrol the County neighborhoods to enforce speed limits posted.

4. Design Reviews -

DESIGN REVIEW ENFORCEMENT AND PROCEDURE. Pam reviewed what we currently do for projects needing Design review. Too often it is brought to our attention that a project has gotten permitted and started construction WITHOUT HOA APPROVAL. It was discussed and determined that if there is a “problem” brought up by a member of the association, the entire BOD is notified and made aware of the issue. Consulting via meeting or email is quick with the goal to move to address the issue quickly. Ideally, Property owners should consult DRC first as we can help them with neighbor contacts and review information. Our goal is to prevent the pink elephant zoo in anyone’s backyard. Our primary HOA review involves the neighbors and how the design (or tree removal) will affect their current drainage, sunlight, privacy, and views.

Design Review Report- From June to Dec 2018 there have been 2 Addition /renovation

projects, a storage shed, complaints about tree cuttings being dumped by electric line tree trimmers, new auxiliary Barns on 2 properties, and permission to cut trees on 2 properties. There has been ongoing construction on one new dwelling, and ongoing review of additional landscaping on another new home.

- PAM IS BURNING OUT FROM THIS WORKLOAD. DISCUSSION.

A motion was made (by Scott, seconded by Jerry,) that Board Members try to document time spent on individual design review projects so the Board will have a clear picture in order to analyze if compensation should be made a part of our volunteer reviews as a DRC. Motion carried.

Janet and Scott have been helpful with many of these project reviews and will be available to help with any additional reviews coming up.

f. Annual Letter contents to go out with dues invoices should include: (Wendolyn to lead)

Important: Application for a call for nomination for Board members to step up as well as Design Review committee (DRC) members. (Insert notice about Avalanche awareness and building in Avalanche zones. Janet to draft.)

Also:

- a. Knapweed always
- b. Dogs
- c. Warning design review requirements
- d. Wildlife awareness
- e. Website and Password
- f. Winter clean up
- g. Commercial use on residential lots. (General warning)
- h. Design review- why important

4. Additional New Business Items:

- a. Island Parcels have been filed and recorded as 5 separate properties which all become full members of the Board's Lower Ranch HOA. See above- Janet to Draft standard welcome letter to new members of Association.
- b. Scott will consult with County regarding the time frame for a residential Building Application. Do they have a time limit to complete the project and what are the consequences if they do not. We need to match the county at least.

County does have a line on their application for HOA approval but the county does not regulate this, it is merely a "checklist to-do reminder" for applicants.. (Along with Health Dept. and Fire Chief)

5. Next meeting to be in May 2019- date to be determined.

Meeting adjourned at 6:10pm

Minutes by PJD 12/15/2018

Attached: Design review report second ½ 2018

**Design Review report June-Dec 2018**

Nov 5, 2018- Miller- Ongoing Landscaping approval

Pam 6 hour Janet 6 hrs Scott 4 hrs Tom 1 hr

Sept. 23, 2018 Stumph - Addition and remodeling

Sept 10,2018 Stumph - Tree removal on lot next door purchased.

Pam 2 hrs Janet 1 hrs Scott 2 hrs Tom 1 hr

6/6/2018 Doucette- Hickory Storage Shed on lot

Pam 4 hrs Janet 15 min Scott Tom

Parsons- Tree Cutting (DR Application 9/9/2017- Trees cut summer 2018)

varies Oct 2018 Oyen complaint re: wood chip dumping on neighboring lot

Pam 4 hrs ( 3 long G Oyen phone calls, 2 calls to Owner, 4 emails to owner. Track down trees inc head guy and ask them to stop dumping ½ hr Sign ½ hr

Nov 8, 2018 Z Crist- Auxiliary Barn/Garage on property (Started w/o HOA approval) Also tree removal. Pam 4 hours Janet 3hr Scott Tom 1 hr

11/9/2018 Danielle. Carruth-Auxiliary Barn/Garage on property (Started w/o HOA approval)

Also Tree removal. Pam 4 hours Janet 5 hrs Scott ? Tom 1 hr

10/1/2017 (completion 12/2018) Sarchett -Addition and remodel

3/16/2018 Allison- Addition and remodel Janet 2hr Scott Pam 1 hr

11/18/2018 Deposit returned (\$100.00) Jarrot Miller for remodeling project started

6/18/2015, just finished. Pam -Over 3 yrs many emails and complaints from neighbor re construction and outhouse.