

**South T-Bar Ranch  
Board of Directors Minutes  
November 5, 2005**

**I. CALL TO ORDER**

Ann Eulert called the Board meeting to order at 9:00 am. Directors present: Ann Eulert, Lucy Thurston, Mark Sobczak, Anelladee Spencer, Virginia Groome; by telephone: Betty Sue Cornella for the first hour. Absent from meeting: Jack Davis, Jan Cressman and Bill Wendt.

**II. BOARD MINUTES**

Minutes from the August 6, 2005 were moved for approval by M. Sobczak, seconded by V. Groome and unanimously approved.

Minutes from September 3, 2005 were moved for approval by M. Sobczak, seconded by V. Groome with no discussion and passed unanimously.

October 1, 2005 minutes were discussed and clarifications made regarding covenant approvals. M. Sobczak moved for approval as amended. V. Groome seconded. With no discussion, the minutes were approved unanimously as amended.

**III. POA MEMBERS OPEN FORUM**

No POA members were in attendance.

**IV. COMMITTEE AND TASK FORCE MEMBERS**

**A Financial Committee – Betty Sue Cornella**

*Follow up regarding a contract with our CPA.* B Cornella said that our current CPA is retiring. B Cornella had discussions with Dave Whitley, a potential CPA replacement, and estimated charges would be \$200 for tax preparation and \$1200 for a yearly review/audit procedure. A second bid from Lillian Wright, CPA, who has done the Spencer's personal financials, will be considered. B Cornella will also get a cost for a biannual review.

*Advertising Fees:* Payment has been received from the Trotts for their two ads (4 issues each) in our newsletters. Azco has not sent in their payment yet, and they will be rebilled. If payment is not received before December issue published, their ad will be pulled.

In the future, advertisement in newsletters will not be placed unless paid in advance.

*Action:* Jan Cressman should send B Cornella an email when a business requests placing an ad in our newsletter so that billing can be processed.

**2006 Budget Items**

*Annual Dues Charged:* The \$395 STB annual dues were set by Land Properties. They figured out how much it would cost to run the POA and divided by number of parcels at that time. B Cornella added that it was outlined in the Colorado Community Interest Ownership. The CCIO does allow annual increases based on the Consumer Price Index.

**SB 100 Requirements:** This newly passed bill requires a review of POA's financials bi-annually. Our by-laws, however, were set up to require an annual review. We could change our bylaws to meet SB 100 requirements, which would require a vote at the annual meeting. However, we might be able to meet both requirements by doing a biannual review every two years (bylaw change would still be required).

**Action:** Propose at annual meeting to modify our bylaws to require a biannual review every two years.

**SB 100 Requirements:** Seven of the eight policies and procedures relating to our POA are required to be written and practiced. They are: architectural review; insurance carrier claim submissions; political signs; xeriscaping guidelines; emergency vehicle parking; cooperating with owners selling property; and dispute resolution. A. Eulert checked with an attorney who specifically does this for POAs and found that we could hire a law firm to write them for us for \$950. Or for \$350 they would give us guidelines to proceed with development of the procedures on our own, and, if needed, an hourly fee for their assistance.

### **SB 100 Procedures for STB Attached**

**Action:** We will do our own and alleviate the attorney fee.

**Action:** Volunteers were solicited by A. Eulert to address the SB100 requirements. It will require writing a policy and procedure as required by this bill.

**Gate:** A. Eulert looked into a pad, which incorporates a phone into the security process. The visitor, who does not have a code, calls the property owner for access. The property owner can open the gate by entering a code using the phone. Because of the current number of homes on the property this is probably not cost efficient at time. However, it could be considered when more properties are developed with full time residency.

**Mailbox cluster:** Discussion took place regarding the cluster mailbox. The residents using it would divide the estimated \$1600 cost for the unit and installation. The collected money would be reserved to fund the next pod of mailboxes when needed.

**Action:** See if Post Office approves the change. Get bid to install and cost of unit. Move to table. We do need to get a dollar figure for the 2006 budget.

**Action:** Lucy gives M Sobczak a copy of mailbox/trash easement.

**Spare Keypad:** Our gatekeepers believe that the current keypad has outlived its projected life. Cost of a new keypad is \$300. M Sobczak moved that we expend no greater than \$350 for a spare keypad for the gate for the 2006 budget. L. Thurston seconded. This keypad should be stored in V. Groome's barn. Motion was carried unanimously

**Action:** This will be included in the 2006 Budget. V. Groome to purchase a new keypad within costs approved.

**Keypad cover:** V. Groome continues to work on a bid for this cost. Will need cost for 2006 budget.

**Spare radio receiver:** An old burned-out radio receiver board was found discarded inside the gate actuator. Since we know that these things do burn out it would be a good idea to have a spare on hand. Approval to budget \$35 to purchase a replacement should be included in 2006 budget. A. Spencer moved to approve cost, M. Sobczak seconded. Unanimous approval was given.

**Noxious weeds:** State law requires homeowners to manage noxious weeds. Under that directive research has been done on costs to handle the spraying of ditches on South T-Bars roads. The chemicals recommended (**available from the Fremont County Agricultural Extension Office**) cost \$25/gallon. We believe two gallons are needed to do the roads. Mileage would also be reimbursed. Should property owners want their property sprayed they would contact the POA for an estimate. A motion was made by Mark Sobczak to budget \$125 in our 2006 budget for spraying noxious weeds. A. Eulert seconded. Motion was carried unanimously

**West Nile disease:** M. Sobczak discussed his concern regarding standing water on people's property as breeding grounds for the West Nile carrying mosquito. V. Groome said that Fremont County Administration building had a tablet that could be purchased and put in standing water.

**Action:** Recommended we do a newsletter article on West Nile disease in March.

**Professional Website Service:** No cost estimate. Table to a future meeting.

**Action:** J. Davis to ask A. Lane his interest in taking on website for a fee.

**Preliminary Budget:** A. Eulert passed out operating budget spreadsheets to show past, current and future spending trends. Eliminated, as potential costs would be phone at gate, cluster mailboxes (this cost would be reimbursed by owners using improvement), reduction of SB 100 legal costs.

**Spreadsheet attached.**

#### **B. Trash/Mail Committee – Anelladee Spencer, Virginia Groome**

V Groome presented the completed petition to the Postmaster in Canon City. The Postmaster will meet with the mail carrier and make a decision. We should hear by week ending 11/11/05. See Financial Report for further information on the mail cluster discussion.

**Petition is attached.**

**Action:** V. Groome to bring Post Office decision to next board meeting.

UPS was contacted to inform them that a box in V. Groome's barn would be used to store and protect packages from the elements. V. Groome would be the keeper of the box in their barn.

#### **C. Road Committee – Virginia Groome, Dan Ainsworth**

Updated action items were given to the board by V. Groome:

Lot 73 washout repair has been completed.

**Action:** Lucy to advise board of current owner of Lot 73.

Culvert repair in Elk Run in progress.

Signs for Cimarron Crossing are completed and installed.

Road equipment signs paid for and have been installed by D. Ainsworth. They inform drivers of maintenance equipment working on wrong side of road.

Regraveling of .6 miles of road has been completed. This section of road is near Lots 85 and 90.

**Invoice is attached and has been paid.**  
**September maintenance log attached.**

Request for additional water costs to enable regraveling of roads is tabled.

**Action:** Lucy to provide Dan with 2 remotes.

### **D Walker Gravel Pit – Virginia Groome**

Nothing new at this time per V. Groome.

### **E Fire Committee – Anelladee Spencer, Virginia Groome**

Cistern on Cornella's property has been removed. The status of damaged cistern installed on Lot 37 is still pending. A. Spencer has attempted to contact owner. Replacing cistern in current location would be \$3000 plus removal.

**Action:** Table until later 2006.

Fire Ban Sign. Fremont County has several stages of fire ban with a wide variety of exceptions that may or may not be in effect. STB owners are primarily interested in whether or not we can have a campfire and whether any open flame at all is allowed (including lighting cigarettes). Therefore, the following wording is proposed for the Fire Ban sign: No Fire Ban -Burn with Care; Fire Ban - No campfires. Fire Ban - No open flame.

**Policy is attached.**

**Action:** V. Groome will make and install a new sign to replace current fire ban sign with the following wording and colors:

No Fire Ban – Burn with Care (green)

Fire Ban - No campfires (yellow)

Fire Ban - No open flame (red)

**Action:** Newsletter will have an informational article on new fire ban signage.

**Action:** V. Groome to prepare information regarding her interaction with Mr. Sprouse and his interpretation of access rights to South T-Bar, but not reciprocal to STB. Send report via email to the Board.

**Action:** J. Davis will do the research at Fremont County offices re Mr. Sprouse's interpretation of his right-of-way on South T-Bar.

**Action:** A Eulert has created a map showing emergency evacuation routes off South T-Bar and will publish in a future newsletter.

**Map attached.**

### **F. Covenant Review Committee – Mark Sobczak, Bill Wendt**

M. Sobczak raised concern regarding the 10-day turnaround approval for building plans by the Covenant Review Committee. He believes the committee needs more than 10 days to approve plans. He recommended amending the approval time to 30 days. If plans were denied, resubmitting changed plans would again give the committee a 30-day turn around response. The property owners would be informed of this change via a newsletter, web site, email/slow letter, board minutes and also entered into the board book.

M Sobczak made a motion to change the committee's approval to a 30-day period. A. Eulert seconded. Unanimously approved by the board.

**Action:** Notify POA of this change.

**Action:** Spring 2006 will be the deadline to proceed with action on Parcel 85, possibly an agenda item for Annual Meeting.

### **G. BLM ROW & Easements Committee – Candi Knopp, Bill Wendt**

No activity.

### **H. Secretarial – Lucy Thurston**

POA rosters need to be updated; information is incorrect in some cases. Changes to members contact information are received via email from owners to Secretary or Treasurer. Request for contact information changes is always requested in newsletters. Discussion as to whether property owner's plans for their property should be listed on the roster? The board did not feel the board or property owners needed this information.

**Sample attached of proposed information.**

**Action:** POA dues invoicing should include a note for updated information.

**Action:** Secretary to send out updated roster.

**Action:** Trespassing Warning Cards for Windshields: L. Thurston to provide cards for suspicious cars to board members.

### **I. Newsletter – Jan Cressman**

The December newsletter draft was reviewed.

**Action:** Secretary to provide new owners names to A Eulert for December newsletter.

### **J. Security – V. Groome, T. Revack**

**Action:** Change sign at gate to read "Private Property - Violators will be Prosecuted"

M. Sobczak suggested that BLM boundaries on the ranch should be identified with signs that say Public Property.

**Action:** M Sobczak will do research on the BLM property on STB.

A lock has been placed on the cattle gate used during the cattle drive at end of grazing season.

**Action:** V. Groome to inform Buddy Taylor of the gate key location.

Procedures for changing the gate code have been documented. Copies need to be put in the Board Books. Keys for the actuator, electrical box, and keypad, and gate manuals have been given to Tony Revack, Curtis Eulert and the Groome's barn.

A. Eulert informed the board that the gate actuator can be set on a timer to close the gate after a 15 second time delay. Remotes would not be needed to close the gate. The gate will not close if a vehicle is in the way. A motion was made to change the gate closing procedure by M. Sobczak. It was seconded and carried unanimously.

**Action:** The change will take effect after the December newsletter goes out.

**Action:** Can more than 2 codes be used at our gate? Yes, if we have a second radio receiver. The second receiver can be set up as a "slave". This would allow us to have an overlap period where more than one code in the gate remotes would work.

The emergency code has been changed due to use for non-emergency purposes. List of people who need to be notified when the emergency code is changed needs to be added to the Board Book.

## **K. Web Site – Jack Davis**

Committee was not available for updates.

**Action:** J. Davis to check on why photos cannot be uploaded on web site.

**Action:** J. Davis will discuss with A. Lane whether a professional service should be used to manage the ranch web site.

**Action:** J. Davis will talk to Andrew Lane regarding the email address on the web page for the Covenant review contacts, and the South T-Bar web domain name registration.

**Action:** J. Davis will check the web site weekly regarding activity on the open forum.

**Action:** South T-Bar domain registration.

**Action:** A. Eulert has volunteered to assist J. Davis with the online handbook. To make it manageable, many links will be included to direct users to informational sites.

## **L. Utilities/Internet – J. Davis**

Committee was not available for updates.

**Action Pending:** Using Mesa Networks for internet connection is possible if property has clear view of Pikes Peak mountain.

**Action:** J. Davis to call G. Carpenter regarding his experience with internet services we might be able to use. His number is (303-221-5870).

**On-Going Action:** C. Eulert and J. Davis have met to brainstorm internet services for the ranch.

#### **M. STB Maps Update – J. Davis**

A revised STB map has been created by A. Eulert. It was suggested that BLM property on the ranch be identified.

**Action:** Possibly publishing in December newsletter

#### **N. Hunting Committee – Bill Wendt**

**Action:** L. Thurston to take wording authored by M. Sobczak and email to Board members. Each member should print on bright paper and stick under windshield wiper if vehicle unknown and without orange stick.

“Hi,  
We saw your car parked here today without the Ranch’s identification. To improve the security of our community, would you please call Ann Eulert, at 719-275-1759 as soon as possible.”

**Action:** B. Wendt and T. Revack to meet and discuss the feasibility of hunter registration and whether it should be a POA agenda item.

**Action:** The POA needs to consider the safeguards used by Neighborhood Watch groups used in town and cities.

**Action:** A trial period using the windshield cards. Board members are to gather more information to go forward with necessary action.

### **V. Old Business**

#### **A. Forest Service Grants – Ann Eulert**

Eulert found out that the deadline to apply for grants for POA Assistance Programs for 2006 had passed. The Forest Service Grants are also given for landowner assistance, for insect/disease mitigation, thinning and fire control.

Application forms for the landowner assistance program are attached.

**Action:** A. Eulert will check with other POAs using monies from Forest Service grants. Update at next meeting.

## VI. New Business

M Sobczak requested that all correspondence regarding property issues from homeowners be distributed to all board members.

## VII. Adjournment

Our next scheduled Board Meeting will be Saturday, December 3<sup>rd</sup> to start at 9:00am MDT at Cornella's offices in Canon City.

A call for adjournment was made seconded and unanimously approved.

### South T-Bar Ranch Board of Directors

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Ann Eulert, President

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Mark Sobczak, Vice President

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Betty Sue Cornella, Treasurer

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Virginia Groome

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Jack Davis

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Lucy Thurston, Secretary

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Jan Cressman

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Anelladee Spencer

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Bill Wendt

These minutes were prepared and submitted to the Board of Directors by Lucy Thurston, STB Secretary, on December 3<sup>rd</sup>, 2005.