

**COLORADO TIMBER RIDGE HOMEOWNERS ASSOCIATION  
BOARD MEETING  
Sept 13, 2010**

Board Members Present: Barbara Parada, Bob Milford, Linda Rigney, Jodie McAlister, & Mike Ward  
Property Owners Attending: Ivo Brieven, Jim Denvir, Susan Yalom, Duke Weir, Allison & Bill Commer, Ken West, Barb & Wayne Kennedy, Katherine Ridenhour, John & Eileen Wasoba.

| TOPIC                         | DISCUSSION   | ACTION   |
|-------------------------------|--|--|
| 1. <u>Call to Order</u>       | <p>President Bob Milford called the meeting to order at 7:00 p.m. in the Centerpoint Church. A quorum was present.</p> <p>Introduction of new Board Members:<br/>Bob Milford President and Treasurer, Mike Ward VP, Linda Rigney Secretary, Barbara Parada Board Member, Jody McAlister Board Member</p>   | <b>Quorum Established</b>  |
| 2. <u>Approval of Minutes</u> | Barbara Parada moved to approve the July 12, 2010 and the August 21, 2010 minutes. The motion was seconded by Mike Ward. The motion was approved by all board members.   | <b>Minutes Approved</b>  |
| 3. <u>Open Forum</u>          | <p style="text-align: center;"><b>TRAFFIC PROBLEM ON BRISTLECONE</b></p> <p>Bob Milford talked with Ken Feyen regarding the high speed traffic problem on Bristlecone. Timber Ridge HOA would not be approved for stop signs at the intersection of Bristlecone and Cool Pines because it is a through street. Bob Milford will contact the Archuleta Sheriff Office to see if they can give Timber Ridge some extra traffic control. Hopefully this will help with drivers going way too fast. Feyen sent a letter to Barbara Parada in July saying there was an agreement between the County, Bass Ranch and the developer and by the way the developer planned the layout of this subdivision which by its physical characteristics Bristlecone is a through street. However, there is no written documentation of the agreement. Barbara Parada will make a copy of the letter and forward to Bob Milford. Jim Denvir stated that the county commissioners might consider setting speed limits and weight limits. Also there has been no actual vote on the country's position in regards to our request for assistance with maintenance. The question was raised as to whether or not the HOA is responsible for accidents that occur on Bristlecone. The answer is yes, if the HOA is negligent in warning drivers of hazards or in maintaining our streets.</p> | <b>Bob Milford will contact Archuleta County Sheriff for traffic control . County will be asked for additional speed limit and horse signs. HOA will continue to work with the county to resolve issues regarding Bristlecone.</b> |

A Motion to take down dog leash signs, put up horse signs and 25mph street signs was passed. Also we will ask the county for weight and speed limit signs. We will continue to work with the county to resolve the Bristlecone issues. Ivo Brieven and Bob Milford will drive around and survey the areas for speed limit signs. John Wasoba and Ken West volunteered to put up the speed limit signs.

**Motion Passed to remove dog leash signs and put up 25mph signs**

4. Treasurer's Report

RESERVE FUNDS:

|                                   |            |
|-----------------------------------|------------|
| 1 <sup>ST</sup> Southwest Savings | 168,796.00 |
| Citizens Bank Money Market        | 80,998.01  |
| Citizens Bank Savings             | 57,859.96  |
| Total                             | 307,653.97 |

ACCOUNTS RECEIVABLE:

|                             |           |
|-----------------------------|-----------|
| Attorney Fees Outstanding   | 1,234.55  |
| Late Fees Outstanding       | 624.00    |
| Annual Dues Outstanding     | 6,600.00  |
| Finance Charges Outstanding | 1,707.09  |
| Total                       | 10,165.64 |

CITIZENS BANK CONTINGENCY FUND

8,274.25

BANK OF COLORADO CHECKING

6,136.32

5. Committee Reports

Maintenance Committee – Ivo Brieven Reported:

Bob Milford, Mike Ward, Ivo Brieven, Linda Rigney met with Mike Davis Engineering regarding the problems when it rains at the intersection of Bristlecone and Cool Pines. Ivo presented the ACTION PLAN FOR ROAD AND DITCH MAINTENANCE FOR THE REMAINDER OF 2010. (See attachments section below)

It was decided to go ahead with the initial digging of the ditch and lining it with shock rock as described in the ACTION PLAN. A culvert will be revisited after the performance of the new ditch is evaluated. The rocks are going to be removed that are at the curb.

Motion was approved to contract Hart Construction to start the work on Bristlecone and Cool Pines. Strohecker will be doing the needed crack fills outlined in the ACTION PLAN under Other road / ditch repairs.

**Motion approved to go ahead with Ivo Brieven ACTION PLAN and Hart Construction to do the work at Bristlecone and Cool Pines.**

The maintenance budget will be close to the \$18,000.00 budgeted for 2010 after the repairs are made.

IRC & Covenant Compliance Committee – Chris Harwood(Barbara Parada presented)

IRC

Two lots were approved to remove dead trees.

CCC

There was a fence issue regarding a wire fence and metal post.

The UPS driver in the area reported to Barbara Parada that the children at a rental house on Cool Pines were putting rocks in the street on Cool Pines causing a hazard for vehicles driving down the street. The children also threw rocks at the UPS driver's vehicle while she was driving down Cool Pines. The Archuleta County Sheriff Office was notified. The sheriff talked with the children and no further incidents have been reported.

It has been observed that vehicles continue to be parked out into the roadway on Cool Pines. No further action has been taken on the parking issue.

Bob Milford wants to drive around the HOA with Chris Harwood once a month to make sure the rules are enforced fairly and not just on a complaint basis. This is to protect property values. He is also asking for volunteers to join the committee.

**Sheriff called and no further complaints. Parking problem will be monitored.**

Litigation Committee – Jim Denvir:

It was decided that the Board and Jim Denvir would be the Litigation Committee since the Board would have to vote on any decisions of the Committee. A discussion took place in regards to board members chairing committees.

A motion was made by Linda Rigney to have Jim Denvir be the Chair for the Litigation Committee. Barbara Parada seconded the Motion and all agreed. Jim Denvir accepted.

**Motion passed to have Jim Denvir be the chair of the Litigation Committee**

No one else spoke up to join the committee.

Finance Committee

Janie Bard resigned from the committee. Bob Milford was going to chair but but discussion followed as to whether or not a board member can chair a committee. There is no chair at this time. There is no business currently being discussed by the committee.

It was suggested to dissolve the committee. A discussion followed. Since the HOA is not for profit corporation, the committees get more HOA members involved. If they are not causing a problem or costing the HOA expenses they should not be eliminated.

**All committees will remain in place.**

Equestrian Committee

It was decided to let this committee be inactive until the Litigation is decided.

Trails Committee

Barbara Parada would like to start looking into if the possibility of doing some improvements on the trails to make them at least walk able. The trails are in place and marked. Linda Rigney suggested that Barbara use some of the funds left from Mr. Rotman for the trails. Barbara Parada volunteered to check into the trail situation further.

**Barbara Parada will check into starting up improvements to the trails.**

6. Old Business

Bob Milford summarized the litigation and a discussion ensued. See litigation update on the web site for details. Bob Milford stated that the litigation has cost the HOA \$65-70,000.00 to date. Litigation is going forward. Property Development Rights are a major consideration in any outcome.

**Litigation going forward**

7. New Business

It was decided that since Bob Milford was willing to provide the HOA with the same services that Peggy Cotton has been providing that she would no longer be needed.

**Motion passed to have Bob Milford do the financials, collections and liens.**

Bob Milford wants to use the Simplifiler system for filing liens to save the HOA money. He will be able to file liens quicker to protect our interests. Bob Milford will handle collections and liens unless they go beyond his legal abilities. A Motion passed with 1 objection from Barbara Parada.

To have internal control over the finances, Bob Milford will get paperwork setup and Linda Rigney and Mike Ward will go to Bank of Colorado, 1<sup>st</sup> Southwest, Citizens Bank to sign check cards. Bob Milford will write the checks and Linda Rigney and Mike Ward will be the signers.

**Linda Rigney and Mike Ward will be signers on the checks.**

Bob is asking for volunteers to contact people who haven't voted (129) for the revised CC&R's. He wants to get the needed 67% to pass them. Bob will divide the list up. It will be okay to have the ballots emailed and scanned back to the HOA to expedite the process.

**Bob Milford will send out call list for passage of CC&R's**

Any outcome from the litigation will be added on as a special amendment to the CC&R's and will be voted on.

A question of the special assessment was brought up. It could not be answered and will be clarified with legal. The question was about the \$250.00 cap on special assessments. Lauren Holmes will be emailed to get that questioned cleared up. A discussion about routine legal consul options followed. Lauren Holmes will be kept on as legal consul for routine HOA business..

**Lauren Holmes will be contacted by Barbara Parada for question regarding assessments. Lauren Holmes will remain as consul**

8. Next Meeting

The next Board of Directors meeting will be held Monday October 11 2010, at Centerpoint Church at 7:00 PM.

This meeting was adjourned at 8:30 PM.

**ATTACHMENTS**

**MAINTENANCE  
PLAN**

**ACTION PLAN FOR ROAD AND DITCH MAINTENANCE  
FOR THE REMAINDER OF 2010**

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**Bristlecone ditch**

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1. dig out ditch in a stepped-drop like manner (each step about 50' long with about a 2' drop off to reduce water velocity), if possible to hard shale, 2 feet away from shoulder and line the full width from top to bottom with large shot rocks. Keep the depth of the ditch in the middle to 1.5-2' deep.
2. after installing the rocks, compact shoulder properly with jumping jack with a slight slope towards the center of the ditch. Cover the shoulder with screened rock about 1/2-3/4" dia and compact again the screened rock, so that a hard, but fairly smooth surface is obtained for the water to run into the ditch with minimum erosion of the shoulder
3. the above will hopefully prevent future wash-outs, but not completely eliminate shoulder maintenance, but it will be minimal.
4. on the berm install 6 erosion control blankets each being 720 square feet hold in place with large staples. According to the USDA San Juan Conservation District these need to be ordered by September 9<sup>th</sup> for delivery September 30<sup>th</sup> and be seeded. As it will be too late in the season for germination and the functional longevity of these blankets is only about 12 months, I suggest this be postponed until 2011 as the berm erosion is not the main culprit of the ditch problem. Each erosion blanket costs \$ 75.00 + 12 boxes of staples @ \$17.00 + 5 lbs native grass mix @ \$ 4.50 per lbs = \$ 724.00.

The above was discussed in loco with Mike Davis of Davis Engineering and so was (1) the installation of a culvert in straight line with the ditch under Bristlecone discharging the water in the open space on the Southwest side of lot # 76 and (2) the installation of a concrete a 2' wide gutter and curb on the side of the asphalt.

The big advantage of a culvert is that it does away with that 90 degree bend, a cause of the wash-outs. But this means digging up Bristlecone and a ballpark cost is somewhere between \$ 5 – 6,000. My suggestion is to see how the above remedies work and then decide in 2011 whether a culvert is really necessary as it can be done completely independently from the above. If it is decided to go ahead with a culvert, a surveyor will have to determine the exact location of the Southwest corner of lot 75, so that the culvert doesn't discharge onto the lot, but in the adjacent open space.

The gutter and curb would do away with the ditch altogether, but is very expensive. About 500' will need to be cast in place at approx. \$ 20.00 per linear feet = \$ 10,000.00 + fabrication of a concrete collector to guide the water from the gutter into the culvert equipped with a flared opening + at the discharge end of the culvert some sort of a rock-built collection basin to prevent deep erosion. Inclusive the culvert we are talking about expenditure in the low \$ 20,000 range.

As it is almost impossible to exactly predict how much time it will take to do all the work and as it will also depend on the number of volunteers that will help out, the bid for the use of the front loader/backhoe, dump truck and the laborers will be on an hourly basis instead of a lump sum. Because of the unpredictability, all contractors will err on the high side. I went out to Honda Hauls, Strohecker and Hart Construction and so far I have only received a bid back from Hart Construction.

The following is an estimated cost:

- approx 6 dump trucks (12 Cub. Yard) of about 1' dia rocks delivered to Timber Ridge @ \$ 450.00 per truck load = \$ 2,700.00
- approx. 5 tons of screened rock @ \$10 per ton = \$50.00
- Use of front loader/ backhoe for about 24 hours @ 80.00 + mob/demob \$ 100.00 = \$ 2,020.00
- Use of a dump truck for 8 hours @ \$ 80.00 = \$ 640.00
- Use of day laborers for 24 hours @ \$ 30.00 = \$ 720.00

Total estimated cost of ditch repair: \$ 6,130.00

### **Other road/ ditch repairs**

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The following is based on a survey by Mike Ward and myself on 08/25 (just after that really heavy downpour).

#### Crack fill needed:

The cracks that reopened after the sealing of Mariposa, Sage and Heath last year will be filled with sand and rubberized hot asphalt by Strohecker under warranty. These cracks are marked.

Also the sealing near lots # 12&13 on Sage failed to adhere in some spots. I will have this fixed under warranty.

As earlier approved and as a test, the following marked cracks for a total length of 305 feet will be filled with sand and rubberized hot asphalt on Kelseyia (this road was chosen as it will be sealed next year):

- 12 feet at 25 mph sign
- 48 feet at lots 139,140,150,151
- 45 feet at lower Bristlecone/ Kelseyia intersection
- 200 feet centerline crack

Estimated cost \$ 305.00

#### Washed out shoulders and ditches:

**KELSEYA:** 10 feet at lot #149  
38 feet at lot # 139 – needs 1 truck load of large rocks + front loader  
106 feet at lot # 151 – needs 1 truck load of 3" road base + front end loader

#### **BRISTLECONE:**

125 feet at lot # 143– needs 1 truck load of 3" road base + front end loader  
60 feet at lots 135/136: Wasoba volunteered to install a 50 feet long culvert in the ditch with an entrance flare provided we deliver 1 truckload of dirt, 1 truckload of large

rock and the culvert. Estimated cost follows.  
29 feet at lot # 13 – half truck load of 3” road base + front end loader  
10 feet at lot #129 – two small wash-outs.

SAGE: 85 feet at lot #11/12 – dig out ditch – front loader  
12 feet at lot #3&4 - half a truck load of 3” road base + front end loader  
23 feet at lot #3&4 – same as above  
128 feet at lot #2&3 – rebuild shoulder with existing material

COOL PINES: 28 feet at lot #44 – dig out ditch + front end loader  
19 feet at lot #44 - “ “ “ “ “ “  
50 feet at lot #43 - “ “ “ “ “ “  
21 feet at lot #42 – “ “ “ “ “ “  
50 feet at lot #39 - “ “ “ “ “ “  
82 feet at lot #32 - “ “ “ “ “ “

Estimated cost:

- 3 truck loads of 3” road base @ \$ 245.00 = \$ 735.00 (there is a good chance that sufficient material will come out of the ditch that we don’t need to import this, but then we will need a dump truck at \$ 80.00 per hour)
- 2 truck loads of large rocks @ 450.00 = \$ 900.00
- 50’ (they come in 10’,20’ or 30’ lengths, so will need one 20’ and one 30’) of 18” dia culvert @ \$ 13.50 per foot + connector band @ \$ 21.00 + flare @ \$ 150.00 + tax = \$ 904.00
- Again I estimate that all this can done in about 12 hours of front end loader use @ \$ 80.00 + mob/demob = \$ 1,060.00

Total estimated cost \$ 3,599.00

Road failure at lot #34 on Cool Pines:

As reported earlier, I talked to owner Bill Commer and we will meet end September when he will be in Pagosa. Sometime next year, after proper drainage has been installed on that driveway and heavy traffic doesn’t have to go to the construction site, a new patch will have to be put in hopefully at owner’s expense of about 25’ by 12’ at an estimated cost of about \$ 5.50 per square foot = \$ 1,650.00.

**Plugged driveway culverts**

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Following driveway culverts were found to be plugged. It is the owners responsibility to keep their culverts open as per County regulations.

Lot 129, 919 Bristlecone – owner Bernie Wolford – phone 903.295.7637

Lot 7 , 308 Sage – owner MPBC,LLC – phone 806.745.9718

Lot 5 , 218 Sage – owner Carole & Graham Poulter – phone 281.293.4149

Lot 12 , 530 Sage – owner Nelsom & Beth Zager – phone 731.2234

I will try to get in touch with these people and request them to do the necessary to unplug their culverts.

Ivo Brieven