

Highlands of Turkey Canon Ranch HOA

Annual Meeting Minutes

November 5, 2013

I. **Call to Order**

Mark McClurg called the Annual Meeting of the Highlands of Turkey Canon Ranch HOA to order at **7:25 PM on November 5, 2013** at the home of Paul and Laura Kolivoski, Colorado Springs, CO 80926.

Roll Call

Mark McClurg conducted a roll call. The following persons were present:

Mark McClurg-President

Paul Kolivoski-Treasurer

Susie McClurg-Secretary

Laura Kolivoski, Lisa and Doug Weiss

Owned lots represented in person 9

Owned lots represented by Proxy 6

II. **Approval of Minutes from Last Meeting**

Paul Kolivoski moved approval. Lisa Weiss seconded. The minutes were approved as read.

III. **Old Business**

A. Road condition review: Road condition overall is excellent. Although there were some significant rains in the summer of 2013, our roads were undamaged. It was noted that some areas of the roads that receive significant traffic that were no seal coated in 2011 are in need of a seal coat application in 2014. Estimated cost for the affected areas is \$9,504 from Avery Asphalt, the HOA's road contractor.

B. Turkey Canon Ranch HOA: No issues to report or action to be taken relative to projects in common with Turkey Canon Ranch HOA.

IV. **New Business**

A. Election of Officers

1. Election of Vice-President for term to expire December 31, 2016. Paul Kolivoski nominated Ken Bishop for re-election, Doug Weiss seconded the nomination. Unanimous approval.

B. HTCR Financial Report/Operating Budget. Accepted as presented with the addition of the seal coat noted under Road Condition Review under "Old Business" as an authorized expenditure for 2014.

C. HTCR Developed/Undeveloped dues for 2013. Doug Weiss moved that dues for 2014 remain at \$1,800 annually for a Developed Lot and \$900 annually for an Undeveloped Lot. Laura Kolivoski seconded. Unanimous approval. It was noted that the financial position of the HOA is excellent and that the approved dues structure will allow the HOA to continue to build substantial reserves adequate for all anticipated HOA maintenance/operating needs going forward.

D. HTCR Delinquent Dues report. Lot 10 is in arrears for \$1,862 as of October 1, 2013 for 2013 HOA Developed Lot Dues, administrative fees and accrued interest on unpaid items. Monies were set aside in the 2014 budget for legal fees to collect Lot 10 dues if needed.

E. Gate Operation/HOA Access. It was noted that changing the entrance gate code on June 1, 2013 helped to limit unauthorized traffic in the HOA during the dry conditions of the early-Spring fire season. If needed, the entrance code will be changed again in the Spring of 2014 if potential fire conditions warrant.

F. 2013 Expense Reimbursement Requests. Mark McClurg submitted a Reimbursement Request for various HOA expenses including Entrance Gate power and phone service, HOA meeting materials and postage, etc.

in the amount of \$2,051.06. Doug Weiss moved approval. Paul Kolivoski seconded. Unanimous approval.

- G. Other Business. A proposed "Billing and Collection Policy" was presented for discussion to comply with newly enacted state of Colorado CCIOWA laws scheduled to go into effect January 1, 2014. The proposed Policy is intended to clarify the billing and collection procedures for unpaid HOA fees from property owners within the Highlands HOA going forward. Doug Weiss moved approval. Laura Kolivoski seconded. Unanimous approval. The new Billing and Collection Policy will be posted on www.htcrhoa.com .

V. **Adjournment**

Laura Kolivoski moved for adjournment. Lisa Weiss seconded. Unanimous approval. Meeting adjourned at 8:30 PM.