

# STARGATE HOA EXECUTIVE BOARD MEETING MINUTES

August 12, 2020 at 11:00 AM

Via Zoom Online Meeting

## Call to Order & Determination of Quorum

This meeting was originally scheduled for August 6, 2020 and was postponed until today. The change in meeting date was published on the website.

The meeting was called to order at 11:04 am. Dakota Cole, Pete Neumann and Marsha Parker were the Board members in attendance. With 100% of the Board member attending a quorum was deemed present. Tracey Wolter was present representing Mountain Mansion Management ("MMM").

## Approval of Prior Meeting Minutes

The minutes of the March 12, 2020 Board of Directors meeting were distributed in advance of the meeting and the Board waived reading them aloud. Marsha Parker made a motion to approve the minutes as presented. Dakota Cole seconded. There was no discussion and the motion passed unanimously.

## Financial Reports

The Balance Sheet and Profit & Loss (Budget vs. Actual) reports as of July 30, 2020 were distributed in advance of the meeting. Ms. Wolter reviewed the Balance Sheet accounts. The Board did not have any questions about the expenses to date. Dakota Cole made a motion to accept the financials as presented. Marsha Parker seconded. There was no further discussion and the motion passed unanimously.

## ACC SUBMITTALS

1. 1802 Moonlight: Marsha Parker will contact the owners regarding submitting their landscape plans.
2. Lots 29 & 32: There was a brief discussion of the Board's request to Sandoval Construction to make subtle changes to the front exterior of these homes prior to starting construction. Ms. Wolter will email Jessica at Sandoval Construction to remind them to submit a new front elevation for approval.
3. Lots 9, 10 & 19: The Board asked Ms. Wolter to send a courtesy letter by August 21st to the owners to remind them of the deadline for landscaping and to request that they submit plans immediately.

## Old Business

- A. Architectural Guidelines – Review and Approve  
The Board discussed leaving this document as a "guideline" or formalizing the guidelines as an HOA policy. Ms. Wolter will reformat the document consistent with the HOA's existing policies and will distribute it to the Board members in advance of the next meeting. The Board will review the document in preparation for adoption at the next meeting.
- B. Policy #10 – Flag Policy – Review and Approve  
This policy was distributed to the Board members for review in advance of the meeting. Marsha Parker made a motion to approve the "Resolution of Stargate Homeowners Association, Inc. Policy #10 – Flag Policy". Dakota Cole seconded the motion. Discussion included consistency with the CCIOA and the US Flag Code and all agreed that it is. The motion passed unanimously.

- C. "Covenant Controlled" Sign  
Dakota Cole reported that he was unable to get a price from Recla Metals for fabricating the sign. Board members discussed the estimate from In Design Signs and Ms. Wolter confirmed that they will honor the price of \$225.00 (plus tax and including installation). Marsha Parker made a motion to approve the estimate from In Design Signs. Dakota Cole seconded. There was no further discussion and the motion passed unanimously. Ms. Wolter will contact In Design Signs.
- D. Short Term Rentals – Send Survey?  
The Board decided to postpone this discussion until 2021.
- E. Dog Waste Stations  
Ms. Wolter reported that Oopsie Poopsie will purchase and install pet waste stations for approximately \$140.00 per station. The Board decided to wait until 2021, when there will be a new budget.

### **New Business**

- A. Declarant Control  
With the recent sale of Lots 29 & 32, Stargate Land Company LLC owns less than 75% of the total lots in the subdivision. Board members and Ms. Wolter discussed that the section in the Declaration that addresses Declarant Control states that within 60 days of this conveyance the Declarant Control period will end, meaning that Stargate Land Company will no longer have the ability to appoint Board members. It was determined that Pete Neumann will remain on the Board as Secretary/Treasurer until the next annual meeting which should be held this fall.
- B. Bank Signors  
Based on the discussion regarding Declarant Control, Dakota Cole made a motion to remove Pete Neumann and Sylvia Pennings as bank signors. The new bank signors will be Marsha Parker, Dakota Cole and Tracey Wolter. Pete Neumann seconded the motion which passed unanimously.
- C. Parking – Cars and Campers/Trailers  
Board members discussed that the campers/trailers parked on the streets are a hazard and are in violation of the city of Montrose parking ordinance. The Board asked Ms. Wolter to send out an email blast reminding owners of the ordinance. They also requested that she notify the Code Enforcement department of the situation.
- D. Common Area Maintenance and Landscaping  
The Board asked Ms. Wolter to start soliciting bids from landscaping contractors based on the RFP that was developed earlier in the year in order to be ready for the budget meeting, with the addition of routinely keeping the irrigation ditch/pipe area free of weeds and debris.
- E. Irrigation Ditch & Drainage  
The Board agreed that there are no steps the HOA needs to take in regard to the letter received by individual owners about water drainage on their lots at this time.  
  
The Board asked Ms. Wolter to get bids to fabricate a cover/grill for the transition from the irrigation ditch to the underground pipe.
- F. Prairie Dog Mitigation  
Ms. Wolter explained the pricing for Wild West Critter Getters and that they will be able to list the treated lots on their invoice. Ms. Wolter will coordinate scheduling this service with Bev McNamera.

G. 2021 Budget

Ms. Wolter explained the budget ratification process and that the Board can either schedule a separate owners' meeting specifically for budget ratification or that it can be done at the annual meeting. The Board agreed that they would like to start the budget process early, at the next Board meeting, in preparation for a November annual meeting. Ms. Wolter will contact Hermosa Landscaping and S&E Ward's regarding getting pricing and a snow removal contract for 2020-2021.

H. Annual Meeting/Nominations

The topic of nominations for Board members was discussed. Dakota Cole and Ms. Wolter had previously discussed the idea of getting information about being a Board member out to the owners in advance of the annual meeting. Ms. Wolter has a draft email blast with links to the HOA Information & Resource Center and an educational presentation she has prepared. The goal is to encourage participation on the Board and to receive nominations in advance. Mr. Cole has created a Google Forms nomination response that can be sent out as well. Because the annual meeting will be held virtually (Zoom), Mr. Cole and Ms. Wolter will work together on being prepared to hold a secret ballot for the election of directors if it is needed.

I. Website

Ms. Wolter let the Board members know that MMM can add a link on the website so that owners can view the prior month's balance sheet and profit & loss statement as well as an owner roster (name and address only). There was a brief discussion about making this information public. Ms. Wolter explained that the information can be password protected. The Board would like to proceed with having this information published monthly. Ms. Wolter will notify the Board when the website is updated.

**Executive Session**

Because there were no owners present, the Board did not move to enter Executive Session. Parking violations were discussed and Ms. Wolter will send out a courtesy letter regarding a camper and trailer parked next to the house at 1714 Moonlight Drive.

**Next Meeting Date**

The next Board of Directors meeting will be held on September 17, 2020 at 11:00 am via Zoom. The Annual meeting will be held on November 5, 2020 at 6:00 PM via Zoom.

**Adjournment**

The meeting was adjourned at 1:32 PM.

RESPECTFULLY SUBMITTED by Tracey Wolter, Mountain Mansion Management.