

THE PANORAMA RANCHES HOMEOWNERS ASSOCIATION INC
MINUTES OF ANNUAL HOMEOWNERS MEETING
NOVEMBER 15, 2017

The Panorama Ranches Homeowners Association annual meeting was held at the Missouri Heights School House beginning at 6:16pm MST.

Board members present were Doug Cernonok – President; Lea Tyler - Vice President; David Thiel – Secretary and Patty Heydenberk – Member at large. Also present were Courtney and Nadia Nel from Silver Mountain Properties (SMP). Not present was Lucas Rains – Treasurer.

1. Call to Order/Roll Call and counting of proxies:

President Doug Cernonok called the meeting to order. Proxies were counted

Owner/s present:

1. Karen Cox & Wayne Hall, Lot 39
2. Kathy & Michael Thuiller, Lot 42
3. Susan & Buddy Burr, Lot 13 & 47
4. David Zamansky, Lot 23
5. Lance Burwell & Denise Farver, Lot 4
6. Jerry Doughty & Ashley Bean, Lot 49
7. Carla Pantalone & Mark Montgomery, Lot 35
8. Frank Dusza, Lot 33
9. Cathy Farrar, Lot 20, 21
10. Tim & Jane Moore, Lot 41
11. Linda & Walter Stoeckl, Lot 26
12. Susan Rains, Lot 12
13. Patty Heydenberk, Lot 2
14. David & Carol Thiel, Lot 10
15. Doug & Brooke Cernonok, Lot 9
16. Marjorie Bauer, Lot 50
17. Susan & Don Edmonds, Lot 45, 46
18. Tom Flynn, Lot 25
19. Lance Quint, Lot 31
20. Lea Borst, Lot 43, 44
21. Tony Merkel, Lot 27

Proxies were received from:

1. Ted Diamandopoulos & Nancy Kuhn, Lot 53a
2. Jake Zamansky, Lot 32
3. James Earthman, Lot 8
4. Frank Mouffe, Lot 6
5. Jack O'Neil, Lot 1

2. Verification of Quorum

With owners of 25 voting units in attendance and 5 proxies, it was determined that there was a quorum to conduct business.

3. Changes to the Agenda

Add Open Space map and September meeting minutes query under Old Business.

4. Introductions

The members of the Board and the representatives from Silver Mountain Properties were introduced.

5. Approval of 2016 Annual Meeting Minutes

Silver Mountain Properties explained that no minutes for the 2016 annual meeting had been received from the previous management company.

6. ACA Report

a) Chairman Report:

- Presented by Dave Zamansky. The owners were informed that the committee is short 2 members and asked if anyone would consider joining the ACA committee.
- It was pointed out that the committee is very aware of the costs involved for any owner to do additions, alterations or new builds and that whilst the committee makes every effort to please everyone, the Declarations and Bylaws of the Association must be adhered to.
- The 2017 year has been busy with applications for the following: remodels, fence applications, new build on Lot 13 and garage additions.
- Some owners made mention of the good job that the previous ACA president, Ben Desugny had done and wanted to thank him for his efforts.

7. Water Report

a) Water Operator Report:

- Doug Cernonok spoke on behalf of the water president, Davis Farrar, as he was not able to attend the meeting
- Biggest issue this year was the water break on Sunlight that was very costly to the Association. Repairs have been completed.
- Board is looking at changing the water rates and water consumption levels in order to save money for the costs involved in making Panorama Ranches temporary water rights, permanent rights.
- All operations good for now, no immediate concerns.
- The owners were informed that the Board is currently investigating the rights of the Association to access the pump house. Currently the documents state that the Association, committee and or contractors have immediate access rights in an

emergency situation. Notice of 24 to 48 hours should be given to lot owners for repairs that are not urgent.

- An owner asked if the Board had considered upgrading the water tank in order to be able to better sustain the community in the future. The Board will look into this issue and source estimates for a larger tank. It was reiterated that the current tank is in good condition and does sustain Panorama Ranches during normal water usage.

b) Water Meter Readings:

- The Board receives many complaints regarding water readings, faulty meters & inaccurate readings. It was suggested that perhaps the Association should look at getting an independent party to do the readings.
- The general consensus was to keep the water operator doing the readings but to encourage owners to improve or upgrade their meters if necessary. Owners are also encouraged to check their meters on a monthly basis as a preventative measure for possible water leaks. If owners do not know where their meters are or do not know how to read their meters, please ask for assistance. This will also help in assuring that you are getting an accurate quarterly reading. It was noted that not all Lots currently have a remote reader and that some remote readers were broken. The importance of having an accurate, working remote reader was reiterated to the owners.
- A suggestion was made of the possibility of using and installing radio frequency meters. Costs would need to be investigated.
- The Board asked that all water discrepancies be made directly to the management company; they will then forward the issues to the Board for resolution. Each water issue is handled on a case by case scenario.
- A suggestion was made to have readings done on a monthly basis but the general consensus was to leave readings on a quarterly basis. It is each owner's responsibility to check their meters are in good working condition and to do monthly readings to prevent water loss issues. All leaks are to be reported to SMP as soon as possible.
- It was suggested that water warning / leaks emails be sent to tenants as well as owners. This is not always possible as owners do not always inform the Board or management company of rentals or send in necessary information. This is further hampered by owners allowing holiday, weekend or temporary rentals such as VRBO. It is the owner's responsibility to inform their tenants of these emails as owners will be held responsible for any high water bills.

8. Treasurers Report

The Treasurer was not in attendance. The President led the conversation.

- SMP reported to the owners that the financials given over by the previous management company had to be rebuilt from March 2017 but that all financials

were now captured and up to date and that currently, no irregularities have been found.

- Besides some legal fees and the water maintenance fees being a little high all expenses looked good for 2017.
- The owners were informed that year to date budgets and monthly financials would be posted to the website once approved by the Board.
- The following questions were asked and answered:
 - **Why is the water use income lower on the 2018 budget than what was received in 2017?** - *The 2017 budget line includes income received due to water losses; these cannot be predicted and therefore cannot be included in the 2018 budget. The 2018 budget reflects an estimated average use of water.*
 - **2017 legal fees are higher than 2018 budget?** – *Money was spent on unconditional water rights application; plat amendments; land swap issues etc. These costs will not necessarily repeat themselves in 2018. The amount for 2018 is based on historical legal fee expenditures.*
 - **What are the web expenses for?** – *Cost of web hosting is approximately \$150 per year and balance 13 hours per annum for updates that SMP needs to do. This is an out of contract fee.*
 - **What made the maintenance costs high?** - *Major costs for ditch valve and water repair costs for Sunlight break.*
 - **Are the arrear accounts being collected?** – *Most of the arrear accounts are due to water leaks; SMP has been working on these accounts with owners and with the Boards approval are working on collecting these dues. SMP reiterated the importance of owners checking their meters on a monthly basis to prevent leaks and high bills.*
- Current increase of \$55 is for operational account only. Many owners felt that the current Reserve Study needs to be updated and increases made if necessary.
- Karen Cox motioned that the 2018 budget be accepted, Lance Burwell seconded the motion, 25 owners voted in favor and the 2018 budget passed.
- A suggestion was made to move the annual meeting to the beginning of the fiscal year so that more accurate annual figures can be presented.

9. New Business

a) Board of Directors elections

- Lance Burwell, Lot 4 and Karen Cox, Lot 39, volunteered their services to sit on the Board of Directors.
- Tony Merkel motioned these appointments and Susan Edmonds seconded. All owners in attendance were in agreement.
- Buddy Burr and Mark Montgomery offered to join the ACA committee.
- Board positions will be voted on at the January 2018 BOD meeting.

10. Old Business

a) Weed Mitigation

The importance of weed mitigation and treatment of all Lots and common areas was reiterated. Owners were reminded that it was their responsibility to treat their properties. Owners were asked to inform SMP of weed issues that have not been treated so that these owners can be contacted. A suggestion was made to see if the Ditch Company would treat and spray the ditches.

b) Open Space

Open space map has been drawn up by the BOD. This map depicts the areas and trails that all owners are allowed to use. These trails are designated for non-motorized use. It was pointed out that property line to the East is incorrect and the Board was asked to investigate / survey that property line. The Board will investigate the line and then make decision as to whether the fence can be pulled down on the East side of the property as suggested. Owners were reminded that bikes must give way to horses when using these trails. The President pointed out that due to recent plat amendments, there is now a new trail between Lot 39 and Lot 35. This trail has been marked by flags. Owners are not keen to have signs erected at the trails.

c) September Meeting Minutes

An owner asked for clarification about the September BOD meeting minutes that stated that all owners are welcome to attend meetings but may not participate. This was clarified; the owners were asked to respect the Boards time and input during these meetings. There are often many topics to discuss and decisions cannot be made if they are hampered by owners. Owners can contact SMP and ask to be added to the agenda, these owners will be allocated a time at the beginning of the meeting for the Board to hear. Owners may speak briefly on a given topic but are asked to be respectful of decisions made by the Board. All owners were encouraged to read through the Associations governing documents with regards to attending meetings.

d) Water Committee

The water committee feels that they have not been given much direction and have asked the Board to look into agenda items for them for 2018.

11. Adjournment

Doug Cernonok moved that the meeting be adjourned, Susan Edmonds seconded, and the meeting was adjourned at 8:30pm