Spanish Trail HOA Board Meeting Minutes
August 7, 2024

Meeting Called to Order at 6:08 pm

Board Members Present: Brynn B, Mike A, Cathy V
Owners Present: Lori, Bridgett & Robert R

Manager Present: Joy Zeller

Approval of Agenda: Brynn proposed the move member comments to when the Renties show up. Cathy motioned to approve the adjusted agenda, Mike seconded the motion, and the motion was unanimously approved.

Management Report:

- Joy reviewed the 3 provided reports (Budget Vs. Actual, Delinquencies, and Violations).

New Business:

- Notice of Delinquency Letter: Joy presented a draft of Notice of Delinquency Letter. The board reviewed it and asked that the 18-month payment plan letter be sent with the certified notice.

Member Comments and Introductions:

- Bridgett and Robert: The Renties asked about the second RV space they currently have and would like to keep. Discussion took place. The board asked that the second space be vacated as soon as possible to provide the opportunity to other homeowners, per the RV Storage Lot Policy and the RV Lot Contract.

Treasurer's Report: There was no treasurer's report.

New Business:

- Fence Maintenance: The board voted to split the cost with the fence with the homeowner who shares property line with the HOA. It will go through the ACC.
- Cathy motioned to complete the grub treatment recommended by Lush Green. Mike seconded the motion and the motion was unanimously approved.

Ongoing Business:

- Landscaping Update: Joy reported that there are some complaints about the new lawn care company, which is expected with a new lawn care company. Mike mentioned that at the annual meeting we will listen closely and take notes to present to the new landscape company.
- Annual Meeting: Will be on August 28.
    - The ballots will have space for additional nominees.
    - Joy will bring a homeowner's list, as well as the delinquency list. We will have a sign-in where we will pass out the ballots.
    - A delinquent owner who has lost their voting privilege can still represent another owner as a proxy.
- Policy Updates: Mike, Cathy, and Brynn met and completed the questionnaire for the policy updates and returned it to Altitude Community Law.
- Retainer with Altitude Law: Mike motioned to not have a retainer for now, but we would like the option to enter into a retainer in the future if needed. Cathy seconded the motion and the motion passed unanimously.

Additional Comments or Concerns: There were no additional comments.

Adjournment: Cathy motioned to adjourn the meeting at 7:24pm. Mike seconded the motion, and the motion was unanimously approved.

Written by Joy Zeller – Manager of Spanish Trail HOA

Reviewed and Submitted by:

Brynn Boyd (Aug 9, 2024 10:49 MDT)

President Brynn Boyd — Dated 08/08/24

Cathy Vasboe (Aug 10, 2024 08:59 MDT)

Co-Secretary Cathy Vasboe — Dated 08/10/24

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Final Audit Report 2024-08-10

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