

**POA Board Regular Meeting Minutes**  
**3 June, 2023; 9:00 am**  
**Metro Operations Center**

**Directors Present:** Robert L. Scott, Rick Kinder, Carlin Craig, Deb Johnson, Bill Latham, Bill Nielsen, Mark Thomas, Ken Dixon, Carol Smith

**Guests signed in:** Tim Storey, Scott Tollefson, Vaughn Roundy, Nanci Dixon, Harvey and Monica Ellis, Cliff Swift, Gene and Elsie Jurajda, Jack Wiseman, Ralph and Vicki Cianciarulo, Jerry Peters, Ken Patton, George Sharp, Missy Craig, George Sisson, Steve Edholm, Randy Wichterman, Patty Thomas, Maryanne Coelln

**Call to Order: 9:00 am**

**Proof of Notice:** On SFTR website calendar since October; reminder posted as well

**Roll Call/ Determination of Quorum:** All Board members present; quorum achieved

**Approval of April 8, 2023 minutes:** Minutes approved without changes

**Committee Reports:**

**A) Communication (Deb Johnson, chair)**

The report is attached, which discusses website changes, new private Facebook group coming soon, the Ranch Ramblings and volunteer needs. The Committee is also planning to have a "Fall Kickoff for Owners" Program to train persons on using our website, with a Q and A.

**B) Government Document Review (Bill Nielsen, chair)**

99% of the review and proposed changes to the Covenants has been completed as well as 10% of the By-laws review. The committee will wait until there is a resolution on the current lawsuit before the proposed changes are brought forth for Owner review and discussion, and then later brought to a vote of the owners.

All are reminded the GDRC is open to owners to join and help on the committee.

**Adopt-a-Road (Bill Nielsen)**

Bill explained the need for persons to adopt-a-road or an area (128 segments) for the intent to apply weed spray (or other means of ridding the weeds if one doesn't want to spray with chemicals). There is a map and a sign up sheet located in the MOC. It can also be found on the website under Articles/Plants and Gardening/Weed Control Volunteering. All are encouraged to check as a reminder if you have signed up in the years past and let Bill know if you can no longer keep your commitment.

**C) Roads (Carlin Craig, chair)**

Routine maintenance was accomplished on several roads including blade work and ditch work on Fisher's Peak, Old Mission Ridge, Gallinas, Fox Trail, Cottonwood, Little Bear, Raton Overlook, Pinon Court, and Pass Creek Court. New road base was applied to Old

Mission and Fisher's Peak from Timber Park to Morley. Water line repair clean up was done on Fox Trail, Timber Wolf and Juniper Overlook. Carlin clarified that in the financial report the amount of the budget showing the YTD Road expenditures does not reflect billing still due.

**D) Covenants (Rick Kinder, chair)**

Remember that the bears are out and they will, and have, taken advantage of getting into any trash that is not secured properly in our trash bins. All trash must be placed inside the bins, and the bins securely latched. Do not put hot ashes in dumpsters, boxes should be broken down, and no yard waste should be in dumpsters. Trash is picked up every Tuesday and Friday.

**E) Forest Health and Wildfire Mitigation (Ken Dixon, chair)**

May 6 was the "kickoff" for the FHWM mitigation, and 24 persons showed up to help, concentrating on Tall Oaks. As they work around the weather, future work will be continuing on Tall Oaks, Mt. View, Elk Park, Cottonwood, and Fisher's Peak. - not necessarily in that order. The POA has a 60 ft easement (30 ft from center of the road on each side), which will be the aim to "open up" the areas for broader space for safety and for visibility. If anyone wishes to work on the easement in front of their property, please stack the cut limbs and wood with the cut ends facing the road for ease in chipping (maximum 6" diameter). The FHWM team will come at their convenience to chip it once they know it is ready. Any work done on your property should include before and after pictures and hours worked so it can be counted toward our grant. Contact the committee for further instructions or clarification. With the ranch having 83.1 miles of roadway, this will be a project lasting over several years, so help is appreciated. Of note, Bill Latham has been named the "safety officer" for the committee.

The committee turned in their first "in-kind" \$15,000 for the grant on May 26.

Notifications will be posted on the website for future work days.

The next FHWM committee meeting will be June 15 at 6 pm at the MOC.

**F) Finance (Mark Thomas, chair)**

Attached are the financial reports to view. April through Oct/Nov are typically our highest budget expenses months, so realize that most areas look under budget at this time. Due to new Colorado legislation, we shall be updating policies to become more aggressive on owner accounts that are in arrears.

**G) Common Area/Community Preparedness (Bill Latham, chair)**

The committee has obtained herbicide at a savings through Las Animas County. Bill Latham has bottles of weed killer for both thistle and for locust. Contact him to obtain.

The Locust should be sprayed after leafing and before flowering (now is the time) and thistles should be sprayed before flowering. Persons have signed up for Adopt-A-Road spraying but there are openings still. Contact Bill Nielsen for that. Persons have also signed up for spraying the Conservancy areas.

The "Weed Out" event was held April 22, with Carol Rawle teaching and demonstrating.

Dumpster hatch project is completed. Gaps in the dumpsters that bears are able to reach into to pull out trash will be remedied.  
Some owners are organizing neighborhood cooperation for emergency preparedness.

**H) Grazing (Marty Pachelli, chair)**

No report.

**New Business:**

- Carol Smith reminded everyone that the Annual SFTR Picnic will be held July 1, 2023 at the MOC. Time will be 11-2. There will be a potluck lunch, raffle items, logo wear for sale, games, and general visiting. If you have a raffle item to donate, contact Darla Tollefson. More information with a flier will be available in the MOC and on the website soon.
- Bill Nielsen discussed a motion to develop a timeline for the SFTR budget which would allow the adopted budget for the upcoming year to be posted on the website beginning in September, formally presented to the Owners during the Annual Owner Meeting in October for questions and comments, and then Approved by the POA Board at the December Meeting.

The Motion was made: "To approve the process of the annual budget development timeline for the Santa Fe Trail Ranch Property Owners Association IAW CRS 38-33.3.303(4)(a)(1)"

The motion carried, with Ken Dixon opposing.

No further new business, nor 'From the Floor' questions or comments were brought forth.

Meeting was adjourned at 9:50 am.

Next POA Board Regular Meeting will be August 5, 2023 at the MOC.

## COMMUNICATION COMMITTEE REPORT: 6/3/2023

### SFTR POA Meeting

- Website Updates to date: The [www.Santafetrailranch.com](http://www.Santafetrailranch.com) menu has undergone changes. Our previous user menu has been replaced with an owner menu. You must be logged into our site (via “Owner Login”) for our updated menu, which includes links for the following:
  - Property Search
  - Edit My Account
  - Submit Suggestions
- The bottom (footer) of the page now includes a link to our website “Sitemap”. Items that require you to be logged in as a property owner are indicated.
- Facebook: The CommComm is actively working on the new **private** Facebook group. We will strive for a positive social experience for our property owners, filled with current information, unlike NextDoor which has old posts as well as ads. Look for an email invite that will be coming to you via mailchimp in the next two weeks.
- Training materials are under development, look for updates on the website or in our next Ranch Ramblings (July 2023 edition)
- The 8<sup>th</sup> Ranch Ramblings was sent out 5/14/2023, inclusive of Seasonal Awareness article links, SFTR Save the Date information for our annual picnic as well as donation contact information, etc. If you haven’t checked your copy out already, you’re missing information about Ranch Happenings -
  - If you are not receiving your copy, please contact the SFTR CommComm [comcmte@santafetrailranch.com](mailto:comcmte@santafetrailranch.com)
  - We need your input! Please contact the CommComm for suggestion for future newsletter content
- We are **STILL** in need of a volunteer with a technical system administration background on the Communications Committee – if you are interested in joining us, please let us know by sending us an email at: [comcmte@santafetrailranch.com](mailto:comcmte@santafetrailranch.com)

June 3<sup>rd</sup>, 2023

Motion: To approve the process of the annual budget development timeline for the Santa Fe Trail Ranch Property Owners Association IAW CRS 38-33.3.303(4)(a)(1).

The Board shall task each Association committee to submit to the Associations Treasurer NLT 15 Aug, their respective line-item budget request for the next fiscal year. This request shall include justification which can be derived from the previous year's spending as well as any new committee requirements.

NLT 31 August: The treasurer consolidates all requests and presents to the Board a proposed budget for "adoption".

September: Adopted budget is posted on the SFTR website for owner review and comments.

October: The "adopted" budget shall be formally presented to the owners during the annual owners meeting for final questions and comments.

December: "Adopted" budget is "approved".

This proposal is intended to meet the owner notification and comment requirement to/for the owners.

It is the GDRC's intent to incorporate the same into the re-write of the Bylaws.

NOTE: Per Colorado Revised Statute, owners can only comment, they do not approve. If they choose to veto a budget it takes a vote of the owners. Voting requirements require incorporation into the appropriate governance document.

Bill Nielsen  
Director, SFTR POA



<b>Santa Fe Trail Ranch POA</b>			
<b>2023 Actuals and Budget Summary</b>			
<b>April Year-to-Date</b>			
	<b><u>April Year-to- Date Actuals</u></b>	<b><u>Annual Budget</u></b>	<b><u>Remaining Budget 2023</u></b>
<b>General Income:</b>			
Annual Dues	\$ 403,623	403,623	-
<b>Total General Income</b>	<b>\$ 403,623</b>	<b>\$ 403,623</b>	<b>\$ -</b>
<b>Other Income:</b>			
Covenant Violations	\$ -	\$ 500	\$ 500
Processing Fees/Credit Card Processing Fees	5,640	5,400	(240)
Grazing Lease	-	-	-
Interest Income	1,117	1,400	283
Finance Charges	-	2,000	2,000
Lien Fees	-	300	300
<b>Total Other Income</b>	<b>\$ 6,757</b>	<b>\$ 9,600</b>	<b>\$ 2,843</b>
<b>Total Income/Cash Available</b>	<b>\$ 410,380</b>	<b>\$ 413,223</b>	<b>\$ 2,843</b>
<b>General Expenses:</b>			
<b>Committees:</b>			
Communications	\$ 3,908	\$ 8,048	\$ 4,140
Forest Health/Wildfire Mitigation	2,196	27,300	25,104
<b>Total Committees</b>	<b>\$ 6,104</b>	<b>\$ 35,348</b>	<b>\$ 29,244</b>
<b>Administration:</b>			
Lien Fees	\$ -	\$ 250	\$ 250
Post Office	-	200	200
Mileage	96	1,000	904
Bridge Inspection	-	10,000	10,000
Credit Card Fees	2,626	5,900	3,274
Income Taxes	-	300	300
Accounting Services	2,640	10,420	7,780
Supplies	562	3,000	2,438
Insurance	352	7,500	7,148
Legal	135	15,000	14,865
Property Taxes	529	550	21
<b>Total Administration</b>	<b>\$ 6,940</b>	<b>\$ 54,120</b>	<b>\$ 47,180</b>
<b>Common Area:</b>			
Road Work/Bridge/Culverts	\$ 20,141	\$ 317,250	\$ 297,109
Snow Removal	10,190	30,000	19,810
Building/Equipment/Signs	657	5,500	4,844
Trash Removal	6,480	18,000	11,520
Conservancy Lease	-	658	658
Utilities	4,973	8,600	3,627
<b>Total Common Area</b>	<b>\$ 42,441</b>	<b>\$ 380,008</b>	<b>\$ 337,567</b>
<b>Total General Expenses</b>	<b>\$ 55,485</b>	<b>\$ 469,476</b>	<b>\$ 413,991</b>
<b>Net Income</b>	<b>\$ 354,895</b>	<b>\$ (56,253)</b>	<b>\$ (411,148)</b>

**Santa Fe Trail Ranch POA**  
**Select Expense Details**  
**April 2023 Year to Date**

	<u>Description</u>	<u>Amount</u>
<b>Communications</b>		
	Bare Communications - Built and Themed New Page	\$ 1,250.00
	Bare Communications - Created New Property Owners List	\$ 250.00
	Bare Communications - Monthly Website Maintenance	\$ 600.00
	Samsung TV, Mount and Cables	\$ 854.18
	Google - Monthly Service	\$ 432.00
	Annual Subscriptions - Acrobat, Dropbox, Microsoft, Annual Website, Spam	\$ 521.87
	<b>Total Communications</b>	<b>\$ 3,908.05</b>
<b>Forest Health/Wildfire Mitigate.</b>		
	Mitigation Supplies	\$ 696.34
	1990 Sun Trailer Purchase	\$ 1,500.00
	<b>Total Forest Health/Wildfire Mitigate.</b>	<b>\$ 2,196.34</b>
<b>Road/Bridge/Culvert</b>		
	Heath Andreatta Excavation LLC - Grading and Road Maintenance	\$ 13,630.00
	Leone Sand and Gravel - Road Materials	\$ 6,511.43
	<b>Total Road/Bridge/Culvert</b>	<b>\$ 20,141.43</b>
<b>Snow Removal</b>		
	Heath Andreatta Excavation LLC - Snow Plowing	\$ 10,190.00
	<b>Total Snow Removal</b>	<b>\$ 10,190.00</b>
<b>Trash Disposal</b>		
	Twin Enviro Services - Trash Service	\$ 6,480.00
	<b>Total Trash Disposal</b>	<b>\$ 6,480.00</b>
<b>Phone/Utilities</b>		
	Al's Gas Service - Propane	\$ 2,747.95
	Mobile Email	\$ 135.00
	San Isabel Electric - Electricity	\$ 2,089.82
	<b>Total Phone/Utilities</b>	<b>\$ 4,972.77</b>