

Agenda - Board Meeting - The Estates at Cienega Creek Preserve
Rincon Valley Fire Department – November 12, 2007 – 6:30pm

Meeting called to order 6:30 PM by Mr. Sanchez

Attendance:	Director Present	Director Absent
Mr. Elley – 2009	X	
Mr. Sanchez – 2008	X	
Mr. Finlayson – 2007	X	
Mr. Lelivelt – 2009	X	
Mr. Spears – 2008		X

A Quorum is established: **Yes**

- Review and accept minutes of October 2007 meeting motion by Mr. Sanchez, second by Mr. Elley – passed no objection

Reports:

- Treasurer's report
 - given by Mr. Lelivelt
- President's report
 - status of monument project – zoning, property rights and fees are an issue project continues
- Secretary's report
 - annual meeting is on December 10, 2007, ballots to go out November 21, location is Old Vail Middle School
- Architectural Report
 - nothing to report
- Landscape Chair report
 - status of landscaping – nothing to report
- Manager's Report
 - lots 47, 56, 33, 29 payment history resolved, late fees waived on all members with late fees, certified mail seeking a hearing sent on lot 65 – no response, Assessor and Corporation Commission web site now reflect proper information for Community

Old Business

- Adopt 2008 Budget
 - adopted no objection - attached
- No Trespassing Signs – requires Board approval to purchase
 - Mr. Finlayson to gather needs and Manager will arrange purchase.
- Code of Conduct
 - tabled for next Board meeting – motion Mr. Lelivelt, snd Mr. Sanchez, no objection
- Discussion on publishing Board minutes; allowing requests to be filled by email
 - to be included on web site
- Need to have monthly data published and sent to Board members (burn to CD)
 - email data is okay, need CD with data including violation report from time to time
- Website with posting of data for Homeowners & Board

- Adam to pay web hosting fee and re-bill ECCP, motion Mr. Lelivelt, 2nd Mr. Sanchez, no objection
- Establishing Monthly Board Meeting Schedule
 - 2nd Tuesday of each month, manager to check availability of Firehouse motion Mr. Sanchez, 2nd Mr. Elley – no objection
- Adopt resolution for closure of account at Wells Fargo
 - resolution executed by attending Board members

New Business

- Amend By-Laws to move annual meeting to December, annually and to extend Board expiration until the last month of the year in which Board members terms expire
 - Amended by resolution of the Board – motion Mr. Sanchez, 2nd Mr. Lelivelt, no objection resolution attached
- Charge or do not charge late charges on late dues assessments
 - tabled
- Discuss and Adopt a delinquency management policy tabled
 - manager to draft process for collection for review.
- Remove the Ramadas or keep them
 - tabled – needs homeowner comment
- Status of current insurance coverage and cost
 - tabled till next Board meeting

Annual meeting date – December 10, 2007

Adjourn Meeting – 7:55 PM Mr. Lelivelt motion – no objection

Estates at Cienega Creek Preserve Community Association
Budget
2008

<u>Income</u>	
Assessments (67 Lots)	\$22,780
Interest	504
Total Income	<u>\$23,284</u>
<u>Expense</u>	
Administrative	\$5,640
Insurance (1)	2,255
Accounting, Office, Legal	1,960
Website	300
Taxes (2)	75
Landscaping	9,600
Common Area Maintenance (3)	854
Irrigation	300
Reserve (4)	2,300
Total Expense	<u>\$23,284</u>
Net Income	<u>\$0</u>

Notes:

- (1) Common Area Liability, Fidelity and Directors/Officers Liability
- (2) Common Area Property Tax, Federal & State Income Tax
- (3) Signs, Pest Control, Irrigation repairs (22 Acres of Common Property)
- (4) Future replacement of Common Elements.

Estates Cienega Creek Preserve

Income/Expense Statement

Budget spreadsheet Start date: 01/01/08(Next Year)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Personnel Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water & Sewer	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$300
Utilities	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$300
Maintenance													
Signs	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Pest Control	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$14	\$157
Plumbing Repairs - Common	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$34	\$397
Maintenance	\$346	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$46	\$48	\$854
Contract Services													
Landscaping	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$9,600
Contract Services	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$9,600
Reserve Contributions													
Reserve Contribution	\$192	\$192	\$191	\$192	\$192	\$191	\$192	\$192	\$191	\$192	\$192	\$191	\$2,300
TOTAL EXPENSES	\$4,243	\$1,688	\$2,087	\$1,688	\$1,688	\$1,687	\$1,688	\$1,688	\$1,762	\$1,688	\$1,688	\$1,689	\$23,284
CURRENT YEAR NET INCOME	\$1,494	(\$1,646)	(\$2,045)	\$4,049	(\$1,646)	(\$1,645)	\$4,049	(\$1,646)	(\$1,720)	\$4,049	(\$1,646)	(\$1,647)	\$0

AMENDMENT TO THE BYLAWS OF
THE ESTATES AT CIENEGA CREEK PRESERVE
COMMUNITY ASSOCIATION

WHEREAS the Board of Directors (Board) of The Estates at Cienega Creek Preserve Community Association (Association) desires to amend the Association Bylaws; and

WHEREAS the amendment is intended to bring clarity to the existing Bylaws by better defining terms of office and updating the annual meeting month; and

WHEREAS pursuant to the Association By-Laws, Article VII – Amendments of the Bylaws and the authority of the Board found there-in to amend the Bylaws with an affirmative vote of the majority of the Board; and

WHEREAS this amendment is not contrary or inconsistent with the Declaration (CC&R's) or the Articles of Incorporation,

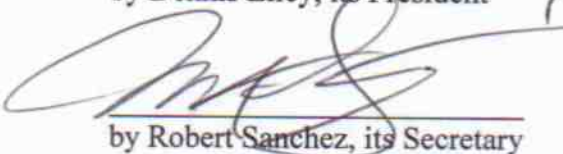
THEREFORE BE IT RESOLVED that the Bylaws, Article II, Section 3 (page 1), be amended to read:

3. Annual Meeting. An annual meeting of the Members shall be held during the month of December of each year for the purpose of electing the Board and transacting other business authorized to be transacted by Members. The terms of existing Board members will now expire on December 31 of the year of their scheduled term expiration and all new Board terms will expire on December 31 of each year of expiration, henceforth. Any Board term expiring in the year this amendment is adopted will expire on December 31 of the adoption year.

Adopted by the Board of Directors of The Estates at Cienega Creek Preserve Community Association, to be effective on the 12 Day of NOVEMBER 2007, effective immediately.

Attested:


by Dennis Elley, its President 11/12/07
Date


by Robert Sanchez, its Secretary 11/12/07
Date