

Minutes
Blue Ribbon Farms Homeowners' Association
Board of Directors
May 16, 2023
10:05 a.m.
Mark Long's Hangar

1. Roll Call. Present were Board members Mark Long, Andre Baritelle, Carmen Lynaugh, Dave Woodcock, and Natasha Merkuloff Nichols. Absent were Paul Allsing and Drew Zacharias.
2. Public Comments
There were no public comments.
3. Secretary's Report:
 - a. It was moved by Ms. Lynaugh, seconded by Mr. Baritelle and carried to approve the minutes of the April 4th and April 15th and May 2nd meetings
 - b. Ms. Nichols let the Board know that she had mailed a response to Ms. Phillips April letter.
4. Treasurer's Report – Ms. Lynaugh
 - a. On May 1st the second round of invoices and emails regarding payment of dues and the assessment were sent to 16 folks. A couple of individuals had prepaid for 2023, but only \$50. There is a big red note on each delinquent invoice, and statement. Ms. Lynaugh said we have received a few payments, but still have about 14 lots unpaid with three pilots not paid. Two of the individuals are delinquent for more than one or two years and one has a lien in place on the property. We have collected \$47,932 in dues and assessments, for a total balance on hand of \$78,120.
 - b. Ms. Lynaugh said she believed the requirement for an annual audit hasn't been triggered. Article VII, Section 3 of the 1999 ByLaws of the HOA state:

“At least annually, the Association shall prepare, or cause to be prepared, a financial statement of the Association. In the event the Association has ANNUAL assessments of fifty thousand dollars or more, the financial statement shall be audited by an independent certified public accountant...”

The annual assessment collected amount to \$14.950. This section of the Bylaws could conceivably be interpreted differently. This year there was a one time special assessment. However, the annual payments from association members are in fact, commonly referred to as “dues.” Mr. Zacharias was noted present. It was moved by Mr. Long and seconded by Ms. Lynaugh that the annual assessment mentioned in Article VII, Section 3 of the HOA Bylaws is, in fact, the HOA's annual assessment and does not include the one-time special assessment. The motion carried unanimously.
5. Reports from Standing Committees:
 - a. Insurance Committee:
 - i. The committee is currently composed of Mr. Allsing, Corby Somerville, Gary Gordon and Cindy Allsing.

- ii. Ms. Lynaugh told the board we have not yet received policy verification from Chubb, so have not cancelled our current policy.
 - iii. The Board received word from our Errors and Omissions policy carrier that the chairs of committees are covered. After reading the details provided by Dirk Olsen of Gallagher Insurance, it became clear so are all committee members. The language specifically says the policy covers “duly constituted committee members.” Further the policy specifically indicates coverage for volunteers. Ms. Lynaugh suggested we have a list of current committee members. Therefore, committee members are listed in these minutes to the greatest extent possible.
 - iv. The Board requested the Insurance Committee to please research the cost of general liability insurance for HOA and report back to the Board in a few months. Ms. Nichols will contact the Insurance Committee members.
- b. Airport Committee:
- i. Mr. Baritelle and Mr. Long will work with John Cuny to identify the actual members of the Airport Committee.
 - ii. On the recommendation of this committee, the Board agreed that while resident pilots could be encouraged to name the HOA as an additional insured on their policy, it should be voluntary and not mandatory. It is well to point out that naming the HOA as an additional insured does not add any cost to a pilot’s existing policy.
 - iii. Mr. Cuny and Ms. Lynaugh walked Tyler View to identify obstacles within the 60’ general easement, which is for ingress, egress and utilities. The mailboxes are all in the easement as are some utility boxes and other electrical items. The gates on the Gordon property are potentially clear but the trees may be in the easement. At 14 Lands End the gates may be in the easement and the mailbox is within the easement. There may be other items in the easement. The easement is located on all of the northern properties. There is some question about whether the existing asphalt roads are centered within the 60’ general easement and until this is determined the location of obstructions are approximate. Mr. Zacharias pointed out the roadway currently is about 15 feet. A plane has more than a 45’ wingspan, perhaps up to 49’. So today, the full 60’ width would require approximately 23’ from edge of current pavement on both sides.
 - iv. There was further discussion about the pending sale of one of the Kattan lots, 33-9120. Who would pay for the widening of Tyler View to its full 60’? Perhaps this single sale would not trigger road improvements requirements from the County, but as further sales happen the property would likely fall under County subdivision requirements. The road is an ingress/egress/utility easement. Mr. Zacharias felt perhaps we do something to allow this purchase to work, and then deal with the entire development when it gets moving. Sun Valley Realty is Mr. Kattan’s representative. Ms. Nichols felt it would be wise for the Board to meet with the appropriate person in County Planning to obtain information on what the requirements for a subdivision such as the Kattan property would be. Specifically, what would the developer be required to do and what, if anything, would the HOA be required to do. There was a consensus that such a meeting would be beneficial; Ms. Lynaugh said she would call the County.

- c. Curve Committee:
 - i. The committee is composed of Mr. Baritelle, Ms. Lynaugh, Kris Ogden, Keri McIntyre and Rachel May
 - ii. The curve project has not been assigned an engineer yet so there is nothing to report.
- d. Nomination Committee
 - i. The committee is composed of Mr. Zacharias, Pat Schoen, Corby Somerville and Rachel May.

6. Old Business

- a. The Board reviewed the final draft of the violation policy for the HOA. It was suggested each violation have its own file and a reference numbering system be developed. Files can be kept at Mr. Long's hangar with the other HOA documents. A procedural check list should be developed. There was some minor parsing over sentence structure and wording. It was moved by Mr. Long, seconded by Mr. Baritelle and carried to approve the HOA violation policy.
- b. Status of Horowitz action – Mr. Woodcock had nothing to report. The property is slowly improving and the tenant is making an effort to clean things up. Because of the 55 gallon drums, perhaps in an effort to be helpful, the Board could mention to Mr. Lee that the drums should be under a roof and contained in a simple horse trough.
- c. Status of violation letter to Pat Richardson – The County has already given an extension this permit once; there is no active permit. The county told Ms. Lynaugh if someone wants to make a complaint, it can either be done directly through the County Building Department or on line. Mr. Long has approached Mr. Richardson and asked if he had a plan to finish the house and remove the trailer. Apparently he doesn't have the funds to complete the job all at once. The county representative indicated no one should be living in the RV full time. While it appears someone may be doing so, no one on the Board is 100% certain. It does appear that the septic has been finished and the house exterior is looking almost done. The RV with a full time resident is the concern to the Board. The letter should now be modified to comply with the newly adopted violation policy. The Board will review the final draft at the next meeting.
- d. Draft HOA newsletter
 - i. The newsletter should include a call for volunteers for CCR review.
 - ii. Perhaps a timeline for the required mowing of lots could be included?
 - iii. Mr. Hecox observed a drone flying off the runway bluff. Information in the newsletter about the prohibition of flying drones would be a good thing. If a realtor wishes to use a drone for footage, they need to contact the Board.
 - iv. Call for volunteers for an HOA picnic needs to be included. Planning could start soon. Perhaps have a car collection and airplanes on the runway for the event.

7. New business

- a. There was a brief discussion about the costs of bolts, paint and other materials to repair and replace the windsocks and poles. There is a budget of \$600, which seems sufficient. It was moved by Mr. Long, seconded by Ms. Lynaugh to authorize the Airport Committee to move forward with the work. On the question, there was discussion about where Mr. Woodcock had purchased materials previously. Mr. Jeff Hecox said he'd been looking on the internet for the required bolts; it seems difficult to buy them

locally. Mr. Woodcock mentioned that the poles bolts had been coated with Paral Ketone to inhibit rust; Mr. Baritelle said he has some material and bolts which might work. The question was called; the vote was unanimous.

8. It was moved by Mr. Long, seconded by Mr. Baritelle and carried to adjourn at 11:56 am. No future meeting date was set.