

Montclair HOA Quarterly Board Meeting

12/8/2024

Meeting Date: Sunday, December 8, 2024

Board Members Present: Gene Fourney (President), Tim Laudick (Vice President/Secretary), Nancy Elzas (Treasurer), Nancy Lewis, Sandie Cooper, Ray Musser (Landscape Coordinator)

HOA Member: Ruth Young

Meeting was called to order at 4:05 P.M. by Gene Fourney (President)

Minutes from September 8, 2024 meeting were approved unanimously. Motion- Sandie Cooper, 2nd Motion- Ray Musser

TREASURER REPORT- Nancy Elzas (Treasurer)

- Balance Sheet and Income Report was presented
- Budget comparison was presented and discussed. Irrigation maintenance invoicing is behind so that line item **still** could not be verified to date. It appears that 2024 expenditures should be within the budget approved by the members of the HOA.
- Nancy Elza requested permission to move \$4,000 from the Reserve Account to the Checking Account to pay current bills and those anticipated by the end of the year.
- Discussion of WD Yards invoicing.

Ray Musser has had direct contact with accounting and the Project Manager of WD Yards about the delay in receiving proper invoices for irrigation maintenance. Delay in receiving these invoices is also delaying receiving reimbursement from Clearnetworx for damages done during the installation of the fiber network. Still no progress with receiving the proper invoicing.

Board decided to let WD Yards know that the accounting books for 2024 will be closed on December 24, 2024. If the proper invoices are not received by then, open invoices will not be paid.

Nancy Elzas will request the final invoice for December contract work so that it can be paid in 2024.

- **Action item: Gene and Ray still need to change primary names on the bank accounts.**
- **Action Item: WD Yards Invoices- Tim Laudick to schedule a meeting.**
- **Action Item: Nancy Elzas to transfer \$4,000 from Reserve to Checking**
- Financials were accepted as presented. Motion- Tim Laudick, 2nd Motion- Gene Fourney

COMMITTEE REPORTS

Landscaping- Ray Musser

- As of this date, WD Yards has done a great job of mowing and trimming of the grass in the HOA.
- WD Yards Irrigation technician has immediately responded to any of the problems or request of needs at the Subdivision.
- **Action Item: Ray and Tim to continue to contact WD Yards about the invoicing of the irrigation maintenance.**

Tree Care- Nancy Lewis

- Tree in front of 829-831 and in back of 829 were removed by Buck Bracken. These trees had been diagnosed with a virus. Replacing of these trees will be discussed at the Budget Meeting.
- Nancy Lewis suggested that monitoring of the trees be done twice a year to be included in the next contract for tree care.

Architectural - Ray Musser and Tim Laudick

- Spring inspections of the existing structures of the Residences were done on May 7. A total of 8 eight structures were observed to need maintenance to the structure such as staining of the facia, etc. Certified letters were sent to the Owners of the structures notifying them of the need for maintenance. **At this time, 3 Owners have not taken any action.**
- **Action Item: Tim Laudick will issue second notification.**

OTHER ITEMS

- A new form requesting information from Owners of the residences (members of the HOA) were sent by Gene to those Owners that can be reached by Email. This information is needed to update the HOA data base. Others needed to be mailed. **Some completed forms have been received by Mail or Email. Better response is needed.**
- Information has been shared with the Board Members that the vineyard to the east of Montclair and at the south end of Montclair Drive are to be removed before the end of the year. These vines have been diagnosed with a virus. Ray Musser and Tim Laudick met with Mr. Sauvage to discuss the intent of the vineyard at the south end of Montclair Drive (HOA property). He would like to replant the vineyard but requested an extension of the existing lease.

Mr. Sauvage sent an extension of the lease till December 31, 2039 to Ray Musser. This was shared with the rest of Board Members for review.

- Extension of the Lease was approved as presented. Motion- Tim Laudick, 2nd Motion- Sandie Cooper
- **Action Item: Gene Fourney needs to execute the Lease Extension with Mr. Sauvage.**
- Existing HOA Website is not going to exist as of December 2024. Suggestions have been made by Gene Fourney to rebuild a simpler site. He has the resources to do this. More discussion will be had at the 2025 budget meeting.

OLD BUSINESS

- Policy Changes- Previously a committee of Board members worked on changes to existing and new policies. These new policies were sent to the Board for review. New Architectural Control Policy was approved by the Board at the September 8, 2024 meeting. New Landscaping, Pet, and

Vehicle Policies were reviewed and approved by the Board for 2025 with minor changes. These policies will be included in the new website.
(Included in these Meeting Minutes)

- **Motion- Gene Fourney, 2nd Motion- Ray Musser**

NEW BUSINESS

- Board needs to be ready to prepare a budget for 2025. Items that need to be renewed are tree care and WD Yards contract for 2025 confirmed.
 - **Action Item: Nancy Lewis to solicit proposals from tree care companies for the Budget Meeting.**
 - **Action Item: Ray Musser or Tim Laudick to confirm status of WD Yards contract for 2025.**
 - **ACTION ITEM: BUDGET MEETING SCHEDULED AT 4:00 P.M., JANUARY 12, 2025 at 843 MONTCLAIR DRIVE**
- Nancy Lewis was concerned that a white vehicle may be abandoned in front of 852 Montclair Drive. It has been parked on the street for the last three weeks.
 - **Action Item: Tim Laudick will contact the owner of the car at the address.**

NEXT QUARTERLY MEETING DATE

- **March 9,2025, 4:00 P.M. at 843 Montclair Drive**

HOA ANNUAL MEETING DATE

- **March 9,2025, 5:30 P.M. at 843 Montclair Drive**

MEETING ADJOURNED AT 5:20 P.M.

Motion- Tim Laudick, 2nd Motion- Gene Fourney

Architectural Control

1. Any exterior changes to your structure or property must be submitted to the Architectural Control Committee for approval by using the [Property Improvement Application](#).
2. Solar panels/antennas or any other attached structure cannot exceed the roof ridge line of the Unit.
3. Basketball goals, mobile, stationary, or attached to any structure, are not allowed in the Subdivision.
4. Architectural Control Committee will make annual inspections of the structures in the Subdivision to determine the condition of the structures. If the condition of the structure is determined to need maintenance (i.e. staining, paint, stucco, etc.), the Owner will receive written notification of the need to remedy the situation.

If the Owner has not taken action or notified the Committee/Board of the intent to have a plan (60 days), a second notification will be sent.

If the Owner has not taken action or notified the Committee/Board of the intent to take action with the second notification (60 days), the Board may see fit to have the maintenance done and assess the cost of the maintenance to the Owner.

5. If the Board/Committee has determined and notified the Owner of a situation that is not in compliance of the Covenants, Bylaws, or Policies of the Montclair Drive Subdivision HOA, and action has not been taken to improve that situation, the Board may determine to assess a fine of up to \$250.00 per day for not being in compliance.
6. The following materials are to be used on structures in the Subdivision. Any substitutes have to be approved by the Board.

Fascia, soffit, and related stain is Cabot "Solid Color Acrylic Stain + Sealer (1800 Series)", **Brickstone**. It's available at Lowe's and <https://www.cabotstain.com/en/products/exterior-stains/solid-color-acrylic-stain-sealer>

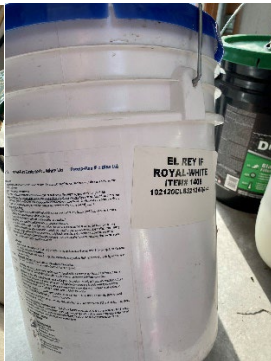


***EXCEPTION: UNITS 858 ,860, 864, and 843, 847, 851**

Fascia, soffit, and related paint is Valspar Duramax Exterior Paint It's available at Lowe's



Stucco for all of the Montclair HOA structures is "El Raj Stucco, Perira Flex Acrylic Stucco Finish



Landscaping Policy

1. Maintenance of the landscape (shrubbery, grass, trees) is the responsibility of the Montclair Subdivision HOA. Please contact the HOA if there is a problem or a need with the maintenance of any of these.
2. Changes to the landscape areas must be submitted to the Board for approval.
3. Lawns must be kept clear for mowing and maintenance. Stationary or mobile structures are never allowed to stay in the grass areas. Rock landscape areas are not to be used for storage, temporary or permanent, and parking.
4. Please notify the Montclair Subdivision HOA if the irrigation system is not working, any trees/plants are in distress or in case of any irrigation breaks or water issues, by immediately contacting Ray Musser (970) 216-4610 or Tim Laudick (970) 618-3531.
5. Sprinkler settings may not be altered by resident or others. Changes may be requested by contacting Ray Musser (970) 216-4610 or Tim Laudick (970) 618-3531.
6. Montclair Subdivision HOA will post, if possible, by email, website, or at the message board at the mailbox area if there is any interruption or changes to the irrigation service.

Pet Policy

We welcome you and your pet(s) to our community. Following are the rules for you and your pet to live well in the Montclair Drive Subdivision.

1. Please register your pet with the Montclair Subdivision Homeowners Association using the Resident & Non-Owner Resident Form.
2. Your pet's waste must be picked up and properly disposed of immediately. The Montclair Drive Subdivision HOA has graciously provided bags for your use. The bags are located at the corner at the intersection of Montclair Drive and Fairhaven. Failure to comply with this policy will result in an assessment to the owner of the unit of up to \$250.00 per occurrence.
3. Pets must be kept on a leash when walking the Montclair Drive Subdivision HOA neighborhood according to the Town of Palisade Municipal Code Section 7-113. *(It shall be unlawful for the owner of a domestic or pet animal, excluding cats, to permit such animal to be at large within the limits of the Town; and every owner of a domestic or pet animal, excluding cats, shall confine it to his or her premises when not on a leash and under the immediate control of a competent and responsible attendant. However, in certain posted designated areas within public parks, a domestic or pet animal, excluding cats, need not be on a leash so long as the owner or other responsible person is exercising immediate control of such animal as defined in [Section 7-111.](#))*
4. Every pet owner is accountable for the actions of their pet. Any damages to the Montclair Drive Subdivision properties caused by your pet will be the responsibility of the pet's owner.

Vehicle Policy

1. Each resident has two parking spaces in front of their unit's garage.
2. Guests may park temporarily on the street. Parking on the sidewalk is not allowed.
3. Vehicles must be parked on the correct side of the road according to the Town of Palisade Municipal Code, Chapter 8 Article III 1205.2 (*Parking at Curb or Edge of Roadway. 1) Except as otherwise provided in this Section, every vehicle stopped or parked upon a two-way roadway shall be so stopped or parked with the right hand wheels parallel to and within twelve inches (12") of the right hand curb or as close as practicable to the right edge of the right-hand shoulder.*)
4. Long term (abandoned) vehicle parking is not allowed in the street or in the private road or drives. Town of Palisade Sec. 8-42. - Abandoned motor vehicle defined. (*For the purposes of this Article, abandoned motor vehicle means: 2) Any such motor vehicle, trailer or semi-trailer left unattended on public property or driveway, including any portion of a highway right-of-way, within Town limits for a period of seventy-two (72) hours or longer*

Town of Palisade Sec. 8-44. - Abandoning motor vehicles prohibited. (*No person, entity or corporation shall knowingly abandon any motor vehicle within Town limits, and no person shall knowingly leave any motor vehicle at any place within the Town for such time and under such circumstances as to cause such motor vehicle reasonably to appear to have been abandoned.*)

Town of Palisade Sec. 8-4. - Additions and modifications. (*1204. Stopping, standing, or parking prohibited in specified places.*

1) Except as otherwise provided in Subsection (4) of this section, no person shall stop, stand, or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or an official traffic control device, in any of the following places:

a. On a sidewalk;

2) Except as otherwise provided in subsection (4) of this section, in addition to the restrictions specified in subsection (1) of this section, no person shall stand or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or an official traffic control device, in any of the following places:

g. No vehicle shall park on or over the curb;

5. No vehicle larger than a standard pickup truck should be parked on the street or in the private road or drives. Town of Palisade Municipal Code, Chapter 8, Article III, Section 1204.4.7 (*No trucks, truck-tractors, semi-trailers or commercial vehicles larger than eighteen thousand (18,000) GVW shall park on any street or in any residential zone district on a public or private street or off street in the*

Town except for the purpose of loading or unloading of passengers or freight without delay and when such loading and unloading does not obstruct, impede or endanger any traffic.)

Town Of Palisade Municipal Code Chapter 8, Article III, Section 1204.4.9 *(No trailer, whatever its empty weight, that is over eight feet (8') in width or over eighteen feet (18') in length shall be parked on any street in the Town except for the purpose of loading and unloading freight or cargo when such loading and unloading does not obstruct, impede or endanger traffic.*

6. Recreational vehicles, campers, trailers, boats or any other oversized mechanism should

not be parked routinely on the street or private road or drives. These same vehicles may be parked for a maximum of 3 days in the unit driveway for maintenance purposes only. Town of Palisade Municipal Code Chapter 8, Article 111, Section 1204.2.h *(No mobile home or travel trailer shall park on any street, alley, highway or public place.)*

If the Board/Committee has determined and notified the Owner of a situation that is not in compliance of the Covenants, Bylaws, or Policies of the Montclair Drive Subdivision HOA, and action has not been taken to improve that situation, the Board may determine to assess a fine of up to \$250.00 per day for not being in compliance