

# Ptarmigan Ridge Filing 6 Homeowners' Association

Annual Meeting Minutes

November 30, 2021

Meeting began at 6:02pm.

Introduction of Board of Directors:

Board Member: Dave Valentine  
Board Member: David Girard (Resigning from Board)  
Board Member: Phil Herrera

Members present: Dave & Carol Valentine, David & Dawn Girard, Phil & Kitty Herrera, Lynn & Mary Shoger, Kim Morelli, Andrew Gerdes, and David Aragon.

- Quorum was met [2 required; 7 properties were represented in person]

Introduction of Heritage Property Management team:

David Caldwell, Barbara Butzen & LeoLa Hodson

2020 Minutes were approved. M/S/C 0 Opposed [Approved minutes will be posted to website.]

Old/Unfinished Business

- Discussion on pond and liner
  - Assessment of pond liner - have not made final commitment as of yet, waiting on third estimate.
  - Board will have to meet with Ptarmigan Pointe as the cost may be approximately \$1200.00 to \$1500.00 per homeowner.
  - The complete project will include the dirt work, new liner, and rock work.
  - Canyon Excavation has submitted an estimate to include disposal of the old liner.
  - H & H Lining has submitted an estimate however, they do not do the dirt work on the front side.
  - David G is continuing to work on getting estimates
  - Question about what transfer fees are. This fee is paid by the Seller for the transfer of paperwork.

New Business

- Discussion on raising the annual dues.
  - With the pond project it was decided that the annual dues will be increased to \$500.00 per year. (This amount also includes Heritage Property Management fee)
  - HPM will draft the Dues increase notice and mail to homeowners.

Presentation of 2021 proposed budget.

- Comment that should the HOA have a residual left over at the end of the year, a Reserve Fund will be established to help offset costs to such things as the pond liner.
- Budget was revised to reflect the increase in dues and approved. M/S/C 0 Opposed. [Approved budget will be posted on website]

Nomination and election of Board Members:

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- Dave Valentine and Phil Herrera are willing to continue serving on the Board, however, would give up their spot if any other owners would like to serve.
- David Girard will be available for consultation if needed.
- Floor was opened for nominations.
- Lynn Shoger self nominated.
- Vote to approve the slate of candidates as presented. All in favor, none opposed.

The meeting adjourned at 6:35 pm.

Minutes taken by  
Barbara Butzen  
Heritage Property Management

APPROVED