

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

February 8, 2000

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:00 AM at the Community Association Building. Those present for the meeting were Pat Haueter, John Amos, Bob Lockwood, Georgette Clegg, Walter Ford, Cheryl Sommers and Don Willingham. Absent were Maryellen Sherman and Stan Schriber. Mary Lawton, President of the EPCSA Architectural Review Board also attended the meeting.

MINUTES: John Amos circulated copies of the January meeting and, upon motion made and duly seconded the reading of the minutes of the preceding meeting were approved.

ARB REPORT: Mary Lawton presented the ARB Report. She indicated that Los Nidos was essentially finished in terms of development of the lots within that area. There are a few items remaining to be completed concerning completion of agreed tasks by the developer, return of deposits as appropriate by the ARB, etc. Completion of all these matters is anticipated by the end of April.

Spec houses have been approved by the ARB for construction in Kachina Hills on lots 5 and 9. Construction on these houses is expected to commence soon.

In light of the fact that the ARB does not have enforcement capabilities for infractions of its rules and regulations as has been discussed at this and previous meetings, the ARB will continue its policy of inspecting and monitoring compliance, and will report infractions directly to the EPCSA Board for enforcement support.

The ARB has increased the deposit amount required prior to commencement of new construction to \$1500. A request by this Board from Mary Walta, counsel for the Association, seeking her opinion as to the legality of this action was suggested by Ms. Lawton. Ms. Clegg indicated she would make the request.

Ms. Lawton advised the Board that Coombs has completed the purchase of seven of the twenty-one Diker lots and is starting the road into the area he will be developing. Initial indications are that Coombs will construct seven spec homes simultaneously in May in the price range of \$600,000 to \$900,000. Ms. Lawton further noted that Bob Lockwood's group (L&L) have purchased nine lots from Diker.

Following her report and the Board's acceptance of same, Ms. Lawton was excused from the meeting.

TREASURER'S REPORT: Cheryl Sommers briefly discussed the December report upon which action had been deferred at the last meeting. Then, upon motion made and duly seconded, the report was approved.

Ms. Sommers then submitted the January report and , after explanation and discussion, upon motion made and duly seconded, the January financial report was approved.

RECREATION CENTER REPORT: No formal report was presented. The Board discussed electrical lighting problems at the south entry and at the rec center building. It was agreed that an electrician would be consulted to determine the cause of the problems and the cost of repair.

OLD BUSINESS:

1. The request for an opinion from Mary Walta concerning an exemption from the EPCSA covenants and restrictions on certain Diker property being conveyed to Royball is being placed on hold and a softer letter has been prepared for mailing to Royball in light of other considerations involving the Royball/Diker/EPCSA situation. Ms. Clegg submitted the Royball letter which the Board approved.

2. Ms. Clegg reported on her meeting with Rex Wilmore and Jim Hays that Jim Hays is to rewrite his proposal and submit it to the Board for approval.

3. After a lengthy discussion about the Peter Stanton swamp-cooler violation and complaint, the sentiment of the Board was to grandfather in all existing swamp coolers and enforce the regulations on any new coolers in the future.

There being no further business to be considered by the Board at this time, the meeting was adjourned at 9:28 AM.

Attested:

Secretary

President

April 11, 2000

The Estancia Primera Community Services Association (EPCSA) Board meeting was called to order by Vice-president Maryellen Sherman at 8:10 a.m.

The February minutes were read and approved.

The Treasurer's Report was approved as presented and filed for audit. Cheryl Sommer discussed the following: the ARB funds have been appropriated by the Treasurer; Funds held from the ARB have been reviewed by Mary Lawton and Mary Walta with different results; Bob Lockwood will review his records, and refunds will be reviewed at the May meeting.

The Architectural Report was given by Bob Lockwood. There was a discussion of C. Becks complaint of Stanton's swamp cooler. A motion was passed to consult with Mary Walta on Board enforcement issues. Mary Walta will be invited to the May meeting to discuss this.

The Recreation Center Report. A motion was passed to accept Lynn Clegg's proposal for electric lighting outside the clubhouse. A motion was passed to deny Debby Newman's request to use the racquetball court for a party. Also discussed was raising the deposit fee to rent the clubhouse for private use. The clubhouse is inspected before and after private use and if the clubhouse is not in the same condition as to prior use the renter fee will be retained. A motion was made and passed to raise the fee to \$100.00. The Pool Doctor will come the end of April or early May to begin the process of opening the pool. It will be inspected approximately two weeks later by the city for approval.

Lynn Cleggs's resignation as Recreation Center Manager requires a search for a new manager. A motion was made and passed to compile a job description by Lynn Clegg and Stan Schriber before contacting property managers for a fee estimate.

Old Business

Mary Walta's report (February 18, 2000) on the \$600.00 payment by developers was submitted and read by the EPCSA Board.

New Business

The resignation of Georgette Clegg as president of the EPCA Board was discussed. Vice President, Maryellen Sherman declined to take over these responsibilities and suggested a new president from the current Board members be appointed. Don Willingham was elected by the Board to be the President of the Estancia Primera Community Services Association. A motion was made and passed to add Sandra Brink to the Board to fill Georgette's unexpired term.

A letter of appreciation will be sent to past President Georgette Clegg and one will be sent to Lynn Clegg in appreciation of his dedication to the Recreation Center duties.

New President Don Willingham discussed the newsletter informing Estancia Primera residents of the date for the pool opening and the date for the annual meeting.

The Board also discussed sending a sympathy card and personal note to Norma Lumpkins. Don will ask John Amos to do this.

The meeting was adjourned at 9:45 a.m.

Respectively submitted,

Pat Haueter

May 9, 2000

The Estancia Primera Community Services Association (EPCSA) Board meeting was called to order by President Don Willingham at 8:00 AM.

Introduction of Connie Burke, who described the ladies meetings two Tuesdays each month. All women residents are welcome the first and third Tuesday of each month. Connie requested reimbursement for small expenditures she has incurred and will incur in the future. The board approved these. Connie will provide Cheryl Sommer with receipts for these small expenditures.

A motion was passed to give Connie a \$500 limit to plan the pool opening party for Memorial Day, May 28, 2000. Connie has agreed to accept the job of Club Director. The Board has approved compensation for this position, however, a specific amount has not been offered.

The April minutes were read and approved upon correction of Mary Walta's report on old business.

ARB report by Mary Lawton: Mary Walta presented the report. There were two problems in Paseo Cresta concerning road problems. Jim Greenway had installed a barrier of RR ties that extended 6' into the road. This is in process of being corrected. Kachina Hills has new homes under construction and will be submitting plans for another at the June ARB meeting. Los Nidos has completed construction; a few compliance issues remain, and will be reviewed with Bob Lockwood for resolution. The Los Nidos account has been reviewed and they are due some refunds. Catherine Beck had been unable to get quorum for previous scheduled ARB meeting. The next meeting will be May 10, 2000, and will be chaired by Mary Walta, who will temporarily assume responsibility of EPCSA, ARB due to Mary Lawton's travel schedule. Mary Lawton will give Mary Walta her proxy to act on her behalf. Los Altos has submitted plans and deposits for 7 lots, although the submission is incomplete. Bob Lockwood to meet with Coombs to get copies of their covenants and bylaws. With regard to enforcement matters on ARB non-compliance by homeowners/developers, Mary Walta stated that the purpose of the ARB was to set and review regulations and provide notice of non-compliance and enable affected parties to be heard. If there are enforcement actions they must be taken by the EPCSA Board. There are two possible courses of action: 1. Place lien on property, or 2. Pursue a legal remedy through the court. Ideally, issues should be resolved without resorting to these remedies. The Pete Stanton evaporative cooler matter has not been resolved. Pete did not follow the process and did not get approval for this installation. Don Willingham agreed to contact Pete Stanton to discuss resolution.

Treasurer's Report: Cheryl Sommer presented the monthly financial statements. There were no substantive issues for discussion and the report was approved as submitted.

The Board voted to increase Daniel King's hourly compensation to \$12.00.

Pat Haueter gave the pool report. The pool will open May 16, 2000. The current permit is valid until June 4, 2000. Pat will coordinate with the City Inspector to inspect the pool prior to expiration of the current permit. Pat requested that the summer newsletter state the use of cards & keys, along with the rules and regulations for use of the pool.

Grounds Report. Stan said that Scott irrigation will turn on the sprinklers, and will have a yearly contract. Stan meets with them later today. Stan is also working with George Sanchez about the landscaping, and hopes to have this settled soon. We agreed that snow removal will be the same as last year and that some fee will be paid for retaining the service, even if it doesn't snow. Stan has had lights at both entrance replaced.

The meeting was adjourned at 10:15 AM.

Respectively submitted,

Pat Haueter & Don Willingham

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

July 11, 2000

The regular monthly meeting of the Estancia Primera Community Services Association was called to order at 8:05 AM at the Community Association Building. All board members were present.

MINUTES: John Amos circulated copies of the February meeting and, upon motion made and duly seconded the minutes were approved.

GROUNDNS: Stan Schriber reported that initial payment had been made on the contract with the grounds maintenance people and requested that the Board approve the annual contract, thereby avoiding the necessity of his seeking Board approval prior to each disbursement of funds. On motion made and duly seconded, such approval was extended.

Various Board members expressed concern over the following items:

- 1- non-function lights on the south entry sign;
- 2 - clover which has not been removed along main roadway;
- 3 - weeds growing up in the sidewalks and roadway; and
- 4 - dead plants and weeds in the planters at both entries.

President Willingham introduced Mary Walta, attorney for the Association, who addressed the Board about her recent meeting with Peter Dwyer, Santa Fe City Attorney. Ms. Walta gave the Board a recap of the history of the relationship between the City and EPCSA with regard to drainage issues, responsibilities for maintaining drainage structures, demands by the City, actions of EPCSA, etc. In general, latest engineering studies indicate that nothing further needs to be done and that the arroyo is in good shape. Copies of the latest reports have been requested for our files. Ms. Walta further reported that the provisions of an earlier controlling ordinance (1981-3) seem obsolete, but matters of continuing concern are mentions of liability insurance for damage to downstream or adjoining property owners, and questions as to whether covenants of this nature run with the land.

In light of the aforementioned concerns, Ms. Walta recommended to the Board that she write a letter to the City attorney recapping EPCSA's position in these matters and underscoring our understanding of what transpired in the meeting between Ms. Walta and Mr. Dwyer. She further suggested that she and Rex Wilmore be permitted

to research the history of what has transpired over the years so that her letter may properly reflect what we have done. Ms. Walta's recommendations were approved by the Board. A copy of the proposed letter from Ms. Walta is to be attached to these minutes and made a part hereof for all pertinent purposes.

ARB REPORT: The matter of Peter Stanton's non-conforming swamp cooler was brought to the Board's attention by President Willingham. After a lengthy discussion, the Board authorized and directed President Willingham to notify Mr. Stanton that his swamp cooler was in violation of rules and regulations and he should correct the problem within 30 days or the Board will instruct counsel to record a notice of the violation at the county courthouse. A copy of the letter to Pete Stanton will be attached to and be made a part of these minutes for all pertinent purposes.

TREASURER'S REPORT: Cheryl Sommers presented and explained the financial report for the past month. She asked direction from the Board as to how to handle the excess amount in the reserve account (retained as a contingency against unplanned expenses), and was directed by the Board to leave the excess amount in the reserve account.

Upon motion made and duly seconded, the May financial report was approved.

Additional ARB REPORT: A request by L&L for a payment of the amounts of original deposits made by them prior to commencement of construction was discussed at length by the Board. The ARB assessed fines against L&L in the amount of \$3,000. L&L offered to pay \$1,300 with the suggestion that such money be expended by Los Nidos in landscaping the common areas.

On motion of John Amos, seconded by Maryellen Sherman, the Board accepted a payment of \$1,500 in full settlement of all fines due from L&L with the proviso that such \$1500 be expended in landscape improvements in the area of Los Nidos with particular reference to improving the appearance of the roadway into the arroyo near the intersection of Avenita Primera and Los Nidos Drive. Cheryl Sommer recused herself from the vote on this motion and Stan Schriber cast the only dissenting vote. The Board approved return of all other moneys due L&L from the ARB.

NEW BUSINESS: President Willingham was asked to express concern to the appropriate city department about the activities going on on the private property immediately across Hyde Park Road from Estancia Primera, to wit: use of the land as a hobo camp and recent murder at that location.

There being no further business to be considered by the Board at this time,
the meeting was adjourned at 10:08 AM.

Attested:

Secretary

President

MINUTES OF THE ANNUAL MEETING OF THE ESTANCIA PRIMERA
COMMUNITY SERVICES ASSOCIATION

August 8, 2000

The annual meeting of the Estancia Primera Community Services Association was called to order at 7:05 PM at the community association building. Don Willingham, President of the Association welcomed those in attendance (56 persons representing 47 properties).

President Willingham introduced Patti Bushee and Jimmy Martinez, members of the Santa Fe City Council who addressed the meeting. The principal thrust of the remarks by the Councilors was to advise those in attendance of what approach is being taken by the City to address the water problems caused by the severe drought. After brief statements by both Councilors, there was an extensive question and answer period, following which the Councilors were excused.

President Willingham then introduced the Board members present which included John Amos, Maryellen Sherman, Sandra Brinck, Stan Schriber, Bob Lockwood, Pat Haueter, Walter Ford and Cheryl Sommer. Mary Walta was also introduced as Attorney for the Association and acting co-chair of the Architectural Review Board.

Maryellen Sherman began passing out ballots for the election of new Board members, but prior to the vote, on motion of Rex Wilmore, seconded by Tom Tiel, the slate of members as proposed by the Board of Directors to fill the five Director positions was elected by acclamation. The new members so elected were:

Walter Ford, Altamira
Bob Lockwood, Los Nidos
Maryellen Sherman, La Viveza Ct.
Stan Schriber, Paseo Cresta
Connie Burke, La Viveza Ct.

Ms. Burke was elected to fill the position vacated by Pat Haueter.

On motion of Pete Stanton, duly seconded and unanimously passed, the reading of the minutes of the 1999 Annual Meeting was dispensed with and the same were accepted as having been read.

Treasurer Cheryl Sommer submitted the Treasurer's Report which had been discussed in detail at the meeting held for that purpose on August 7 at the Rec Center building. On motion made, duly seconded and unanimously carried, the Treasurer's Report was accepted and the proposed budget for the year 2000 was approved.

Mary Walta presented the Architectural Review Board report, noting the completion of a busy year. Los Nidos development is essentially completed and Kachina Hills is nearing completion. Ms. Walta expressed appreciation for the work done by the members of the Association and for their attendance at the many meetings required to accomplish the purpose of the ARB.

Pete Stanton raised the issue of his swamp cooler and the requirement of the ARB and the Board that he comply with regulations requiring that the cooler be hidden from view. Over objection of the Board that this matter had previously been addressed, considered and decided, Mr. Stanton asked for a show of support by those in attendance for his position, but none was expressed.

By a show of hands, those lot owners in attendance expressed unanimous support for the continued control of structures by the ARB.

Pat Haueter, on behalf of Connie Burke, submitted an annual report on the Club House. The report was accepted without objection, and is attached to these minutes and made a part hereof for all pertinent purposes.

Stan Schriber submitted a Grounds Report which was accepted. This report is also attached to these minutes and made a part thereof. John Amos expressed concern that the present contractors, while being reasonably priced, were not doing an adequate job of maintaining a good appearance in the common areas around the recreation building and along the main roadway. After a general discussion, on motion made, duly seconded and unanimously passed, the Board was directed to increase expenditures in the area of landscape development and maintenance in the common areas as required to accomplish a quality result.

President Don Willingham then presented the President's Report, a copy of which is attached to these minutes and made a part hereof for all pertinent purposes. Upon acceptance of the President's Report, Cheryl Sommer was recognized for the fine job she has done and continues to do as Treasurer of the Association. Mary Walta was also commended for her services to the Association.

OLD BUSINESS: It was noted that Judy Hale has moved away, leaving open the directorship of the Neighborhood Watch effort in the community. There being no volunteers to step forward at this time, members present were asked to consider this need and make any suggestions they might have to individual neighborhood association representatives.

NEW BUSINESS: Jim Hays was available to explain and answer questions relating to a photographic display which he presented for members to see.

There being no further business to come before the meeting at this time, on motion made and duly seconded, the meeting was adjourned at 8:47 PM.

**Minutes of the Meeting of the Board of Directors for the Estancia Primera Community
Services and Association (EPCSA)**

October 10, 2000

President, Don Willingham opened the regular meeting of the Board of Directors of EPCSA at 8:05 a.m. in the Community Association Building. Those present were Sandra Brinck, Connie Burke, Walter Ford, Bob Lockwood, Maryellen Sherman, Cheryl Sommer, Mary Walta, and President Don Willingham.

Minutes of the September 12 meeting were read and corrected as follows. The Treasurer Report was accepted. Mary Walta will use a paralegal in her office to handle the administrative work of the EPARB and the Association will pay the fees for such services.

The Treasurer Report was read and accepted. It was decided to move the residual funds to the reserve account. A motion was made by Maryellen Sherman to have Bob Lockwood get an appraisal before the December 5 meeting. Pete Hippauf will do the appraisal. Sandra Brinck seconded the motion and it was carried by a show of hands.

Old Business There was a discussion on the outdoor lighting at the Club House and the Board decided that the lights should be kept on during dark hours. At the September meeting it was reported by Grounds Chairman Stan Schriber that Gary's Sign Company would darken the lettering on the entrance signs. The EPARB said that the lettering should not be painted and that the signs should stay subtle.

Bob Lockwood reported that Ed Romero drove around EP streets and said that he would have city maintenance crews come by and seal some of the large cracks.

Don passed out a Neighborhood Associations in Estancia Primera listing. There was a correction in the Los Altos listing (Bob Lockwood, President) and in the Los Nidos listing (Janet Young, ARB Chairman).

New Business Bob Lockwood said he had inspected the grounds around the Club House and that there are a lot of cut trees and refuse behind the building and that some of the Russian Olive trees need to be pruned. He also reported that the railings at the tennis court are beginning to rust and need to be repainted. Don will send an email to Stan Schriber on these issues.

Connie Burke gave a report on the Club House. Steam that was reported coming from the pool was due to the sudden cold weather. Daniel will do winterizing of the pool on October 16. The pool cover has a tear and will be fixed at the same time. Connie and Daniel are investigating the possibility of getting someone from Albuquerque to service the pool next spring. The Association will need to purchase two new umbrellas and more chairs before the next pool season. The Territorial Lock and Safe Company will re-key the building. Racquet Ball key holders will have access to the back door only. All keys will have "non duplication" on them.

As Recreation Center Manager, Connie announced the following upcoming events. A Holiday Party entitled "Holiday Magic" will be held on December 15 from 8-12:00 p.m. Attendees will be asked to bring their favorite hors d'oeuvre. There will be prizes and some decorating and the Association will provide the drinks. A budget of \$2500.00 was set for the party.

Bob Lockwood made a motion that \$5K be spent on new furniture and ~~maintenace and drainage~~^{decorating} for the Club House. Walter Ford seconded the motion and it was carried by a show of hands. Bob suggested Susan LeMaster, an interior decorator; be asked to help with the new decorations for the Club House.

Don suggested that Connie contact John Amos, Board Secretary, to announce the party in the Association Newsletter. Other items in the Newsletter will include information from the Annual Meeting.

Don discussed safety issues concerning Las Vacinos. A Neighborhood Watch was also discussed. He will ask John to put in a request for a volunteer coordinator in the Newsletter.

Don made a motion to assess a lien on the Kaplan property, which was discussed. It should be based on the difference between the estimated cost of ~~adjoining~~ property repair and the \$2K filed with the EPARB. Walter Ford seconded the motion and it carried by a show of hands.

There will be no meeting in November because Don and Walter will be out of town. The next meeting will be held December 5 at 8:00 a.m. in the Club House.

The meeting was adjourned at 9:45 a.m.

Respectively Submitted by
Maryellen Sherman
Vice President