

Solar Hills Ranch HOA  
Board Meeting Agenda  
December 9, 2025

1. Call meeting to order:
2. Approve previous meeting minutes:
3. Treasurers Report:  
Approve water bill.  
Present new insurance policy
4. Irrigation Committee report:
5. Architectural Control Committee report:
6. Social Committee report:
7. Survey follow up/ next steps:
8. Address/assessing a fine for short term rentals:
9. Open Space lot:
10. Additional topics:
11. Meeting Adjourned:

# Solar Hills Ranch HOA Board Meeting Summary

**Date:** December 9, 2025 **Time:** 6:30 PM **Location:** Board Meeting

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## Attendees

<b>Name</b>	<b>Role</b>
Craig Hollabaugh	Board President
Phil Sosa	Vice President
Jenny Hartman	Treasurer and Director
Arden Blatter	Director
Frank Sargent	Director
Becky Smith	ACC Representative
Bill Brunskill	Irrigation Manager
Maggie Ogilvie	Recording Secretary (temporary)

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# 1. Summary of Key Topics Discussed

## Meeting Minutes Approval

- Discussion regarding approval of the Annual Meeting minutes from September 2025. [Cite: 01:35]
- Clarification needed about the special assessment vote documentation and the email vote on September 7th to increase the irrigation reserve fund to \$100,000. [Cite: 02:28]

## Treasurer's Report

Jenni Hartman presented and HOA financials are open and available to members, please contact the HOA Treasurer via email at [solarhillsranchhoa.treasurer@gmail.com](mailto:solarhillsranchhoa.treasurer@gmail.com) for full financial disclosure.

- Income since September included bank interest.
- Expenses since September included: dock repair, Office Depot supplies for meeting, diver services, HOA party, and insurance. [Cite: 06:34]

## Insurance Policy

- New insurance policy obtained through David Barney Insurance Agency with USLI (United States Liability Insurance). [Cite: 07:05]
- Commercial liability: \$500, Officers' liability: \$902, Commercial umbrella: \$500 - Total \$1,902/year. [Cite: 07:16]
- Policy includes \$1,000 deductible on board indemnification. [Cite: 10:10]
- Coverage includes: irrigation system damage, property damage during repairs, liability for HOA-owned structures. [Cite: 11:19]
- Comparable to previous policy; recommendation to start bidding process earlier next year. [Cite: 13:46]

## Water Bill

- Balance due: \$2,409.90 for water with early discount available. [Cite: 18:20]
- Status quo pricing compared to previous year, increases of \$44.70. [Cite: 18:32]

## CD Investment Consideration

- Board discussed getting a Certificate of Deposit for excess irrigation reserve funds. [Cite: 21:03]
- Alpine Bank rate was 3.75% as of meeting date. [Cite: 22:30]
- New bank signer cards needed due to board member changes. [Cite: 22:43]
  
- Bank interest income totaled \$87.98 for the year. [Cite: 06:06]

- Expenses since September included: dock repair, Office Depot supplies for meeting, diver services, HOA party, and insurance. [Cite: 06:34]
- Don has an outstanding uncashed check that Jenny will follow up on. [Cite: 06:53]
- Current balance on hand: combined account with irrigation system reserve fund at \$41,991.01. [Cite: 08:14]

## Insurance Policy

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## Irrigation Report

- Valve replacement planned for Lot 42 in March; contractor confirmed but no exact date yet. [Cite: 25:39]
- Board agreed to notify Cactus Creek/Dicamillo about planned excavation work since their line is approximately 3 feet from HOA line. [Cite: 26:12]
- Recommendation to have them locate their pipe before excavation. [Cite: 28:13]
- Will scope irrigation lines in three directions when excavation is open. [Cite: 29:02]
- Total irrigation expenses for 2024: \$10,450. [Cite: 33:32]
- Mike Smith continuing as ditch rider; hope for good snow year. [Cite: 30:44]

## ACC (Architectural Control Committee) Report

- New approval process established: ACC makes recommendations, Board provides final approval via email. [Cite: 34:00]

- Three board members (quorum) required for email approval within 30-day timeline. [Cite: 36:51]
- Kent Keller resigned from ACC effective December 7, 2025. [Cite: 42:12]
- ACC now consists of only Becky Smith and Sarah Ungrodt. [Cite: 43:07]
- Request made for community members to volunteer for ACC. [Cite: 42:44]

## Social Committee Report

- New residents welcomed: Moerby family (Lot 14), relocated from Houston area. [Cite: 43:51]
- Need to update contact information in HOA records. [Cite: 46:04]

## Survey Follow-up and Next Steps

- Survey sent to 41 households; 25 responses received (61% response rate). [Cite: 49:16]
- Top priorities from survey: [Cite: 51:10]
  1. Functional irrigation system (22 responses)
  2. Well-maintained properties and mature landscaping
  3. Safety concerns
- Discussion about covenants clarity and enforcement. [Cite: 49:58]
- County regulations supersede HOA rules (e.g., 5 acres required for horses). [Cite: 1:11:11]
- Decision to add links to county zoning regulations on website. [Cite: 1:13:43]

## CCR Documentation Issues

- Current documents on website are retyped versions, not original stamped documents. [Cite: 55:16]
- Original documents filed with county have book/page numbers and official stamps. [Cite: 56:54]
- Liz has a box of original documents that Maggie will review. [Cite: 58:52]
- Decision to scan original documents and post them on website with proper introduction. [Cite: 1:07:06]

## Enforcement Discussion

- Current enforcement policy: written warning, then \$100 fine, then \$250, then \$250 plus litigation option. [Cite: 1:18:02]
- Discussion about grandfathered items and handling historical violations. [Cite: 1:23:24]
- Board will address grandfathering issues on case-by-case basis. [Cite: 1:28:38]
- ACC recommendations now go to Board for final approval to shift burden from ACC. [Cite: 1:21:01]

## Short-Term Rental Fines

- 30-day minimum rental restriction is filed but no specific penalty was established. [Cite: 1:37:25]
- Original attorney retired before penalty structure was finalized. [Cite: 1:37:59]
- Current fines (\$100, \$250) considered too low for short-term rental violations. [Cite: 1:39:13]
- Discussed \$5,000 penalty to make violations "sting." [Cite: 1:43:52]
- Tabled until research determines if penalties can be set by board policy or require full amendment process. [Cite: 1:46:19]

## Mystery Lot Investigation

- Lot between Becky's place and Dr. Suchon (65x265 feet) owned by Solar Hills Ranch Limited. [Cite: 1:48:44]
- Jim Willey's brother Clarence is registered agent in Durango. [Cite: 1:49:49]
- Lot is too small to be sold at tax lien sale; taxes are approximately \$30-50/year. [Cite: 1:49:00]
- Water line (Dicamillo line) runs on east edge of property. [Cite: 1:50:10]
- Greasewood weeds are a concern; decision to send letter requesting weed mitigation. [Cite: 1:52:45]

## Fence Repair

- Main fence along street needs repair; 3-5 posts are rotted. [Cite: 2:00:00]
- Decision to assess scope and get estimate for professional repair. [Cite: 2:02:37]
- Will consider community volunteer option after cost is determined. [Cite: 2:03:01]

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## 2. Specific Action Items

Action	Responsible Party	Deadline/Status
Update Sept meeting minutes with email vote date	Craig Hollabaugh	Before posting
Follow up with Don about uncashed check	Jenny Hartman	Ongoing
Update bank signer cards	Jenny Hartman	Feb 2026
Research CD options at Alpine Bank	Jenny Hartman	Feb/Mar 2026

<b>Action</b>	<b>Responsible Party</b>	<b>Deadline/Status</b>
Contact contractor for Lot 42 valve replacement	Bill Brunskill	March 2026
Draft letter to Cactus Creek/Decamello	Bill/Arden	When date confirmed
Call 811 for utility locates	Bill Brunskill	Before excavation
Send Merby contact info for records update	Arden Blatter	Immediate
Review/organize original CCR documents	Becky Smith	To be scheduled
Scan original documents, post to website	Craig Hollabaugh	Q1 2026
Add county zoning links to website	Frank Sargent	Q1 2026
Research DORA requirements for HOA policies	Arden Blatter	Ongoing
Verify Solar Hills Ranch Limited LLC status	Board	To be scheduled
Send letter to Jim Willey re: lot weed control	Board	March 2026
Assess fence repair needs and get estimate	Frank	Before March meeting
Send annual HOA invoice	Jenny/Ellie	January 2026

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### 3. Key Decisions/Motions Passed

<b>Motion</b>	<b>Vote</b>	<b>Citation</b>
Approve Sept 2025 Annual Meeting minutes with corrections	Consensus	[Cite: 01:57]
ACC recommendations require Board email approval (quorum of 3)	Consensus	[Cite: 37:14]

Motion	Vote	Citation
Approval of insurance policy payment (~\$1,902)	Approved	[Cite: 17:48]
Approval of water bill payment (\$2,409.90)	Approved	[Cite: 19:32]
Post original stamped CCR documents on website	Consensus	[Cite: 1:07:06]
Send letter to Solar Hills Ranch Limited re: weed control	Consensus	[Cite: 1:56:07]
Next meeting: Tuesday, March 10, 2026 at 6:30 PM	Approved	[Cite: 2:06:41]
Motion to adjourn	Moved: F. Sargent, Seconded: P. Sosa	[Cite: 2:07:27]

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## Next Meeting

**Date:** Tuesday, March 10, 2026 **Time:** 6:30 PM **Location:** To be determined

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*Minutes prepared from audio transcription of December 9, 2025 Board Meeting*