

**FALLS CREEK RANCH ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING**

A meeting of the Falls Creek Ranch Association, Inc. Board of Directors occurred on February 13, 2020 at the home of Paulette Church.

1. CALL TO ORDER/ROLL CALL

President Paulette Church called the meeting to order at 5:35 p.m.

Board Members Present: Paulette Church, Susan Morton, Terry Greiner, Joan Heil (via phone)

Community Members Present: Mary Ann Bryant, Barry Bryant, Roger Miller, Diane Brady, Phil Boroff, Ed Kileen

2. APPROVAL OF AGENDA/CONFLICTS OF INTEREST

The agenda for the February 13, 2020 meeting was unanimously approved with the addition Old Business – Records Request and the modification of the Old Business item “Recreational Fire Policy – discussion/vote” to be “Recreational Fire Policy – discussion”.

The Board Members present were surveyed for conflicts of interest and none were found.

3. COMMENTS BY COMMUNITY MEMBERS

No community members provided comments.

4. APPROVAL OF PREVIOUS MINUTES

The minutes for the January 9, 2020 Board Meeting were unanimously approved.

5. PRESENTATION AND ACCEPTANCE OF FINANCIAL REPORT

Les Lynch, Treasurer, submitted the following report via email:

Bank Balances as of 1/31/20:

Operating Fund Balance - \$195,328 (+\$13,338 from January partly due to receipt of HOA dues)

Grant Reserve Fund Balance - \$27,699 (unchanged from January)

Capital Reserve Fund Balance - \$279,955 (+\$6,632 due to water transfer fee)

The Board accepted the Treasurer's report for this month.

Les was asked to change "proposed" budget to "adopted" for the Annual Budget so that it is correctly reflected on the website. Les was also asked to provide the quarterly financial statements ending 10/31/19 so that they could be uploaded to the website.

Action Item: Les to provide Susan with a new Annual Budget that changes "proposed" to "adopted."

Action Item: Les to provide Susan with the quarterly financials ending 10/31/19 so that they can be uploaded to the website.

Action Item: Susan to ask Jackie to upload the revised Annual Budget for this year and the 10/31/19 quarterly financials statements when these are received from Les.

6. COMMITTEE REPORTS

FireWise

Paulette Church submitted the following via email:

New Grant Opportunity: I am applying for the \$500 Wildfire Preparedness Day Grant from NFPA and State Farm Insurance. After talking to Doug Parmentier who chairs the air curtain burner crew, we will again purchase paper leaf bags. I am looking at 3-ply bags, so they are a bit sturdier. I will buy a few of the 3-ply and let Doug and his crew compare them.

Grants Awarded: I am thrilled to report that we received the two grants for which we applied to the Colorado State Forest Service in October:

The first grant award is for \$21,000 (\$8,000 FCR cash match) toward the treatment of our dense pines. This is a continuation of the logging project we began last year. Funds will help the logger mobilize, provide sawyer hours for oak and damaged pines, and provide weeks of hired summer helpers to handle the slash as the logging crew moves through to the northern part of FCR.

The second grant award is for \$18,250 (\$12,000 FCR cash match) for the purchase of a used chipper. We have contacted Vermeer Colorado and they have said they can provide a lightly used chipper with a 3-year maintenance agreement and warranty coverage for the amount of the grant with FCR's match.

Both grants were fully funded, and both require an FCR cash and volunteer hour match. Phil and I will meet with Mark Lovell of the CSFS to finalize the Scope of Work for both grants.

Annual Wildfire Preparedness Day: We will hold our annual FCR FireWise Preparedness meeting on Saturday, May 16th so that residents can attend other FireWise events and demonstrations on May 2nd, the actual Preparedness Day. We will meet from 9 to noon and have beer, brats, and potluck to follow! Plan now to attend.

We will have updates from Colorado State Forest Service, Wildfire Adapted Partnership, and other partners.

Materials including the Colorado Property and Insurance Wildfire Preparedness Guide published by the Colorado Project Wildfire funded by the Colorado Association of Realtors.

Falls Creek Ranch Nominated for National Award: I was contacted by staff at the International Association of Fire Chiefs and asked to complete an application on behalf of FCR for their annual Ready, Set, Go award. In their request, they said:

“Falls Creek Ranch HOA, Inc is one of the RSG! Programs top reporters for mitigation hours in our Achievement Management System. We know you are doing some amazing work in your community and wanted to reach out to you to encourage your organization to apply for the 2020 RSG! Program Award.”

I completed the application but have not heard about the award as of this date but will keep you posted. It's your volunteer hours that make this award possible!

Post Wildfire Restoration

There was no report from the Post Wildfire Restoration Committee co-chairs.

Architectural Control – Mary Ann Bryant reported via email that there are currently 15 open projects.

Beautification/Entrance

There is no new business from the Beautification/Entrance Committee.

Common Property

There is no report from Common Property.

Horses

There is no report from the Horse Committee.

Lake, Recreation, Beach, and Dam

There is no report from the Lake, Recreation, Beach, and Dam Committee.

Roads

The Roads Committee submitted their report via email as follows:

Ray is doing a great job keeping our roads plowed this winter. As we move into the melt season, he will scrape off the slush that develops as soon as it is melted enough to do this without damaging the underlying road base.

SPRING PLANS

We will be adding road base to Main North of Oakcrest as well as on Oakcrest and Ponderosa Park Drive. Main will be regraded after the Spring melt as will other feeder roads as necessary. Mag Chloride will be applied between Main and Oakcrest and compacted. There may be some road closure and detouring down Snowshoe and Starwood during this process, but it should only last a few hours and the neighborhood will be given notice prior to any closure.

Culverts will be cleaned out, replaced or installed near Mason Cabin and Snowshoe. The low water crossing near Greenberg's has proven to be a bit too steep for some cars and RVs and will be very slightly modified in order to make passage of low clearance vehicles a bit easier.

Speed bumps will be reinstalled at slightly different locations along Main in order to keep our contractors, delivery trucks and guests from abusing our requested speed limits and endangering our pets and children.

SUMMER PLANS

As the dryer season arrives in May and June, we will be using our water trailer to keep Main damp in order to preserve the Mag that will have been applied by then. Watering of Main will be continued until the monsoon season, hopefully, arrives in July and as needed after that.

We could use a few volunteers for watering Main with the water trailer and the Ranch truck. Please contact Ed Kileen, Mike McQuinn or Mark Smith if you are interested. It can be a pleasant way to spend an hour or two on a nice summer morning.

Terry Greiner asked Ed how the speed bumps have worn, and Ed replied that they have worked well with little wear. Ed stated that the watering done last year from Starwood to the gate and to the top of the hill seemed to really help the road. Ed reported that one goal is to try get water more of the side roads.

Utilities

There is no report from the Utilities Committee.

Water Supply Task Force

Mary Ann Bryant, WSTF lead, submitted the following report via email:

The team met January 27 to review well driller bids and well design details. We identified proposed locations for drilling replacement well 2 and a new well to ultimately replace one of the other existing wells. We are refining cost details from our preferred drilling contractor and expect to receive this information early February.

We have consulted with our water attorney as to the proposed plans to assure we are in compliance with our Water Well Court Decree. We expect to submit formal water well application forms to the State by mid-February. Well drilling is expected to occur in Spring 2020 per our originally approved plan. Our team will meet again the week of February 10 to finalize and confirm the planning process and work schedule.

At the meeting, Mary Ann also added that Paulette just signed the well permits which should take 6 weeks to be approved. Mary Ann reported that the Collier Engineering bill has just been received and that Eb Redford is working with Clint Brooks to finalize cost estimates for the actual connections for the Well #2 replacement (connecting to SCADA and trenching). Mary Ann stated that she thinks that the project will be well within the budget request and that it is expected that the drilling will be done in late April or early May.

7. RANCH LIAISON REPORT

Ray Smith's provided his operator's log via email as follows:

During the past work period tasks performed have been:

- Collected bacteriological samples and delivered to San Juan Basin Health before the 15th of each month.
- Plowed snow
- Addressed backhoe issues
- Checked out high water usage for resident
- Water meter manual read for closing data
- Dumpsters
- Records updates
- New water testing parameters

Bacteriological samples are collected monthly to remain in compliance with the state health dept. fecal and coliforms are not present.

Although the winter has been mild, there has been snowfall to keep us busy. Tyler Boroff has been assisting with plowing this winter using the Dodge. We have been keeping up with the roads, cul-de-sacs, and sanding. With this help, I feel plowing to be more efficient and more cost effective, cutting the task time nearly in half.

Had Golden Equipment come out to assist on backhoe issues. The fuel had gelled, and the unit would not start or run. I replaced both fuel filters and the drain cap for the water separator. When the service tech arrived, we drained off contaminated fuel, primed the system, and got it started and operating properly. I have since started using a fuel additive in all diesel engines in FCR's rolling stock.

Investigated high water usage at 53 Saddle Ln. The resident had high-water usage for the previous month, requested FCR to look at possibilities of a leak. The service was dug up and found to be dry with no sign of a leak. Resident informed us that there were some plumbing tasks performed and the owner and I have concluded the usage was due to the plumbing upgrade.

The residence of 55 Snowshoe has sold, a manual read was performed the day of closing. For this task to be performed the meter was dug up so the lid could be removed as to get a reading. (same task as performed to start looking for a leak). The unit failed to give a read via remote during last meter read indicating I cut the transmitter's cable from the meter to the read out. This happens often and is one of the lesser damages that can occur when a meter is exposed during winter months. Maybe this task can be performed with the reader in the future helping to minimize operator error.

New dumpster lids have been delivered and fitted for the last trash dumpsters.

Time spent from the end of January, February, and into March will mostly be allocated to records. I need to close-out 2019, and open record keeping for 2020. Our monitoring schedule needs updates.

New water testing is to be performed for carcinogens that could infiltrate the water table via the foam (gel) that is used during forest fire fighting efforts. Falls Creek Ranch has volunteered to join the testing program. The test kits will be provided at this time with no cost. These results are beneficial to FCR all the way, keeping FCR with knowledge in this area, and beginning a record for what may be a mandate in this state.

FCR has always worked with Colorado Department of Public Health and Environment, also the Environmental Protection Agency with Good Faith practices. By doing so, this benefits our residents with knowledge and confidence in our waters, it also maintains our excellent relationship with those involved in the world of water conservation.

It needs to be said that our current test results, as they always have been, are well within compliance and many constituents tested for are "BDL" or Below Detectable Levels.

Colorado has some of the most stringent requirements for public waters and FCR currently meets them all.

Upcoming tasks:

- Records revision
- Repair readout wire at 55 Snowshoe
- Generate and distribute CCR's
- New testing
- Talk with local businesses for pricing on painting water tanks to produce to FCR

8. NEW BUSINESS

Temporary Motorcycle Storage and Use

There was a discussion by members of the Board and Ed Kileen about storage and use of motorcycles. The Board had been provided a proposal for a "temporary" desire to store motorcycles in the FCR equipment shed with the ability to drive the motorcycles off the ranch from there.

There was much discussed, but in summary, this is what is agreed to:

- Ed will continue to develop the permanent motorcycle storage and use proposal as was discussed with the Board in October that will include a review by the FCR attorney
- All understand that no storage or use of motorcycles on the ranch will be approved until the membership has an opportunity to vote on this since it changes one of our covenants and fails to comply with a recently passed policy on resident's personal property storage on FCR property

Action Item: Ed Kileen to complete development of the original proposal discussed in October and will bring back to the Board in March

Potential Open House for Realtors

Paulette indicated that she would like to discuss a potential Open House for area realtors. The group agreed this is a good idea and that Paulette should coordinate with the Durango Area Realtors Association. Diane Brady stated that she thinks this is a good idea and would give FCR an opportunity to explain and/or clarify some of the covenants. Both the Bryants and Joan Heil volunteered their homes as a meeting location.

Action Item: Paulette to continue to pursue this idea with a potential date to be in mid-May

New Road Signs

Phil Boroff reported that he has been getting estimates for replacing the existing wooden road/street signs at FCR to metal signs with reflection capability. They will be as “woody” as possible with a brown background and either white or yellow letters. Susan Morton asked what will become of the existing wood signs and Barry Bryant recommended that these be auctioned at the Annual Meeting to raise funds for FireWise.

The Board unanimously approved a request of no more than \$500 to accomplish this task.

Action Item: Phil Boroff to acquire signs and plan for installation for no more than a budget of \$500

9. OLD BUSINESS

Outdoor Recreational Fires Policy

The group discussed the outdoor recreational fires policy. This draft policy, safety standards, and an article regarding potential liability were sent to the membership on February 12 for review and feedback. A Town Hall will be held on March 26, 2020 at the home of Barry and Mary Ann Bryant at 6:00 p.m. for all residents to provide input. The group asked Susan Morton to send out a reminder 2 weeks before the Town Hall.

Action Item: Susan Morton to send out a reminder for the 3/26/20 Town Hall for outdoor recreational fires discussion/feedback

Summer Logging Work

Paulette reported on potential logging activity this summer. Paulette stated that she doesn't want the loggers' 5th wheel taking up space at the picnic grounds as they did last summer and will ask them to move back further on Starwood where their equipment is today. There was some discussion about harvesting cottonwoods and the market for these. Mary Ann Bryant asked if the loggers would take down trees on private lots if requested and Paulette stated that they would.

No Trespassing Signage

Phil Boroff indicated that he is currently working on moving the existing “no trespassing” signage at the front to a more prominent location. Phil stated that this should be complete by this weekend.

Mailboxes

There was some discussion about replacing our existing mailboxes because they don't look good and many boxes are not working or broken. Phil Boroff indicated a replacement would be about \$5,000+. Diane Brady indicated that she and Roger Miller were able to replace the lock on their own mailbox themselves and others could do the same. The Board indicated that there is no support to replace the existing mailboxes, that we should just consider repairing the existing.

There was some discussion about lights at the mailboxes for the night with some opposing this due to our "dark skies" ordinance. There was no real resolution regarding the lights currently.

Specific Record Retention Needs

Mary Ann Bryant asked that Scott Southworth provide records that he has that need to be kept permanently in the records shed. Mary Ann requested that Scott return the files he is not actively needing or using, and this might include Zink litigation files, dam inspection reports, current dam emergency plans, etc.

Action Item: Susan Morton to email Scott about this issue and Scott to turn over records to Mary Ann as requested.

10. NEXT MEETING

The next meeting will be held in the home of Joan Heil at 5:30 p.m. on March 12, 2020 (Thursday) at 423 Starwood. All members are welcome to attend. Committee reports are due on 3/3/20 and the agenda will be noticed to the membership on 3/5/20.

11. CALENDAR OF MONTHLY ACTIONS

Susan Morton reported the reminders for the Calendar of Monthly Actions to be:

February: Second half of annual assessments are due (Treasurer); Submit new insurance information to Secretary for uploading to website (VP/Secretary)

March: Reminders for late assessment collection (Treasurer); Schedule/plan annual ranch FireWise day (FireWise Ambassador); Send email to membership regarding need for new BOD members (President/Secretary); Reminder out to membership that bears are coming out of hibernation and distribute "bear aware" information (Secretary)

12. ADJOURNMENT

The Board, by motion duly made, seconded and unanimously approved, adjourned the meeting at 7:15 p.m.

This document constitutes a true and correct copy of the minutes of February 13, 2020, Falls Creek Ranch Board of Directors meeting.

Respectfully submitted,

Susan Morton, Secretary, February 20, 2020

Summary of Action Items by Person:

Phil Boroff:

1) acquire road signs and plan for installation for no more than a budget of \$500

Previous tasks still pending:

1) add new no trespassing signs at front gate (working on)

Mary Ann Bryant:

Previous tasks still pending:

1) develop a formal records retention policy and bring to the BOD in the future for review (status: working on)

Paulette Church:

1) continue to pursue the Open House for Realtors idea with a potential date to be in mid-May
2) coordinate FireWise workday in May

Previous tasks still pending:

1) talk with Dumpster Volunteer Group about exploring and recommending coded locks for dumpsters (status: working on)
2) review new HOA/CCIOA rules information provided by Mary Ann Bryant

James Glover:

Previous tasks still pending:

1) Bring proposal to the Board re: future use of tennis courts
2) Bring proposal to the Board re: future community gardens

Terry Greiner:

Previous tasks still pending:

1) review new HOA/CCIOA rules information provided by Mary Ann Bryant

Joan Heil:

Previous tasks still pending:

- 1) review new HOA/CCIOA rules information provided by Mary Ann Bryant

Ed Kileen:

Previous tasks still pending:

- 1) further develop motorcycle storage/use to bring to the Board in March 2020

Les Lynch:

- 1) Les to provide Susan with a new Annual Budget that changes “proposed” to “adopted.
- 2) Les to provide Susan with the quarterly financials ending 10/31/19 so that they can be uploaded to the website.

Previous tasks still pending:

- 1) Les to have our bookkeepers add new budget line items for unbudgeted expenditures
- 2) review income tax filing in December (status: Robin and Les are reviewing)
- 3) for December, present/review income tax filing with the BOD and submit the income tax filing (status: Robin and Les are reviewing)
- 4) have bookkeepers add new line items to financials for grant funding activity
- 5) locate tax records for past 4 years and get to Mary Ann Bryant for records storage
- 6) review new HOA/CCIOA rules information provided by Mary Ann Bryant

Susan Morton:

- 1) ask Jackie to upload the revised Annual Budget for this year and the 10/31/19 quarterly financial statements when these are received from Les.
- 2) send out a reminder for the 3/26/20 Town Hall for outdoor recreational fires discussion/feedback 2 weeks in advance
- 3) email Scott Southworth about records required by Mary Ann and Scott to turn over records to Mary Ann as requested
- 4) put agenda item on next BOD meeting for emailing members regarding open BOD positions
- 5) email membership in March regarding bears

Previous Tasks Still Pending:

- 1) send out final Calendar of Monthly Actions to the BOD when this is complete (status: working on)

Eb Redford:

Previous Tasks Still Pending:

1) work in needs for solar panels at the mailboxes as he looks at proposals for the water treatment buildings (in coordination with Phil Boroff)

Scott Southworth:

1) review records required by Mary Ann and turn over records to Mary Ann as requested.