

Falls Creek Ranch Association, Inc. Board of Directors Meeting

Wednesday, May 26 at 6 p.m. via ZOOM

Call to Order and Roll Call - Board members Terry Greiner, James Glover, Elaine Ehlers, Les Lynch, Paulette Church in attendance.

Approval/Changes to the Agenda - Added to New Business - Security Position and Discussion of the Draft Budget

Board Member Survey for Conflicts of Interest with Agenda Items - No conflicts reported.

Open Period Comments from Residents - None made.

Approval of Previous Minutes – For the meeting on April 28, 2021 - Les moved and Terry seconded a motion to approve the minutes as submitted and the motion passed.

Presentation and Acceptance of Financial Report - Les reported that as of May 17, 2021, the Operating Fund Balance is \$155,534, a decrease of \$32,090 due primarily to road reconstruction. Grant Fund has a balance of \$38,608, with an increase of \$500. The Capital Reserve Fund has a balance of \$260,697, an increase of \$3,906 due to water transfer fees from Operating Fund. We applied for a new Vectra Bank Visa Card to increase our credit limit from \$2,500 to \$5,000. Asked our accountant to move \$40,000 from the Operating Account to the Capital Reserve Account as required annually in our Reserve Policy in addition to the water fee transfers. We did not make this transfer in 2019. Since we have \$8,608 over the \$30,000 required in the Grant Account, this will be transferred into the Operating Account. We did get the final Annual Financial Report but did not get the other financial reports we have requested since January. The Board will discuss how to proceed with regard to our accounting service agreement, since we are not receiving timely reports required for fiscal management. Terry moved and James seconded a motion to close the current credit card account and open the new one with Vectra with a \$5,000 credit limit. Paulette will follow up with Meadows. Elaine moved and James seconded a motion to accept the financial report as presented and the motion passed.

Committee Reports

Fire Wise Ambassador – May 1 was first workday of the year; Annual Firewise Meeting was on 5/15 with 62 attendees; presentations were given by Colorado State Forest Service, Durango Fire Protection District, Wildfire Adapted Partnership and Chris Heine for FCR Firewise Committee; We are currently completing 2 grant applications for CSFS. Received funding for a \$164,000 federal mitigation grant.

Post Wildfire Restoration – No new report

Architectural Control – Currently 13 open/active projects.

Common Property – No new report

Front Entrance Committee - Board approved front entrance signage and they have been ordered.

Horses – Nothing new to report

Road – We need to keep the speed down and relay that to our contractors and other workers; keeping our speed down helps keep the road material we have purchased in tact as well as creates fewer potholes.

Utilities – Fire hydrant flow testing project has begun; upper system hydrants tested/lower system hydrants will be tested soon; results will be provided to fire authorities as requested and a new diffuser with pressure/GPM gauge was purchased; backup generator for each WTF is scheduled for annual routine maintenance; a new remote monitoring device will also be installed one each generator which will restore remote monitoring functionality; 1 existing aging fire hydrant will be replaced in June and another next fiscal year.

Water Supply Task Force – No report

Lake Recreation - Lake is filling; rainbow and brook trout delivered in April; new furniture was delivered; sand will be delivered May 29; we are requesting families keep only 1 trout / day but as many bass as they want; working on organizing a deep clean of the equipment shed bathroom; organizing a work day on morning of Saturday, May 29 with a lake party following.

Dam –Dam continues to be in good operating condition; lake is about 25 inches below full; water outflow continues at 0.25 cfs i.a.w. downstream contractual

Ranch Manager Liaison Report: Collected bactis to deliver to SJBH; submitted CCR's; completed Spring roads projects; purchased new tires for Dodge Ram; assisted Eb in fire hydrant project; replaced dumpster lids; dug a new pit to accommodate horse manure and cleaned out storage pit; made plumbing repairs at equipment shed; repaired toilet but need a new one next year; assisted plumbers in annual calibration of backflow prevention devices as required by state; buried a culvert at picnic area; replaced 2 water meter registers; removed sagebrush from roadside of Ranch House drive.

New Business

- Finalize and approve draft budget - Paulette reviewed the draft budget with input by Les. A few minor corrections were made. Mary Ann Bryant explained the need to separate out the water system from the operating budget in the future by the Water Task Force, to be discussed at Annual Meeting. Entrance Committee will present a proposal and then it will need approval from the membership and will be included in future budgets. The security position would be funded from the Common Property budget and from the silent action of the old road signs at the Annual Meeting. Les moved and Terry seconded a motion to approve this Draft Budget and presenting it at the Annual Meeting and the motion passed.

* We will work to try to offer the Annual Meeting in hybrid but need a camera, WIFI access, and a microphone/sound system. This will need to be checked out well before the meeting to be held in the picnic grounds. **The Committee Chairs will need to submit their annual reports electronically to be sent to residents. Deadline is June 21, send to Paulette.**

* Consideration of a Temporary Security Position - Paulette presented a proposal for a Ranch resident to be hired to use the Kabota to check on cars parked at the lake and those using it, as well as monitoring those using our dumpsters. The individual would also drive the roads and be "on call" if there was concern regarding a car or truck without a sticker or whose occupants seemed to be engaged in questionable activities. Security signs would be placed on the Kabota and Falls Creek Security t-shirts would be worn by the security person so they are recognized when off the Kabota, such as at the lake areas. At times, the person might be at the front gate or on the apron in front of the Fire House checking for stickers on cars or the contractor notices on dashes. This is seen as "soft security" with a friendly

approach and the individual would need to have training in lowering hostilities during encounters. After discussing the cost of the position at \$20 per hour for a pilot of the position, Terry moved and Les seconded a motion to begin the pilot position on June 1 with a maximum of 15 hours per week through July 5, emphasis on weekends, and to be discussed at the Annual Meeting and the motion passed.

- Approval of New Roads Chair, Manager Liaison, Lake Committee chairs - The Board in 2010 adopted a policy that Board members could not be committee chairs. In 2012 the Colorado HOA requirements added the need for all Board members to declare any conflicts of interest, as our Board does, at each meeting. This new requirement replaces our 2010 policy. Board members can speak on topics but not vote on those where there is a conflict of interest. Jenny Holmen and Bonnie Basset were nominated as the Summer Lake Chairs and Mark Smith is nominated as the Winter Lake Chair. Mark Smith has agreed to be the Ranch Manager Liaison and the Road Committee Chair. Elaine moved to approve all of these new committee chairs and James seconded the motion and the motion passed.

Old Business

- Finalize all components of annual meeting packet/ updates/ proxies (Elaine) - All materials are ready to send via USPS to lot owners. It will be at the Picnic Grounds at 9 on July 10, 2021. Packets will be mailed this week and the email committee reports and minutes from last year will be sent to residents at least 2 weeks before the Annual Meeting.
- Identify potential BOD nominees - Three positions are open. The three-year position is being sought by Mark Smith, the two-year position is being sought by Bobbie Baird, and the one-year position is being sought by Jason Singh. Additional nominations can be made by members at the Annual Meeting and prior to it.
- * Update on Machine Shed bathroom - Paulette noted the bathroom has been renovated and cleaned and open to residents and guests. Mark Smith and Jenny Holmen led the remodel project, including painting the walls. It will be cleaned professional every two weeks at a cost of approximately \$50 each time. It will have running water, paper towels, hand sanitizer, a new sink and cabinet, and a well-cleaned toilet. Renovations were covered under the Board Budget and the Lake Budget will cover the cleaning costs.
- * Update on Visionary Service - Paulette spoke with a Visionary representative this week and they measured again the electrical runs needed to the three antennae locations. They will do the trenching and then LPEA will install the electrical lines, meters, and other items as needed. Installation of antennae will occur after the electrical lines are done. No timeline yet.

Calendar of Board Actions: May- send out annual reminder re: car stickers (secretary); conduct and submit Ranch Manager written performance evaluation (ranch liaison); finalize and approve draft budget (BOD) ; register with Secretary of State (Treasurer); finalize all components of annual meeting packet (BOD); send out annual reminder re: water conservation, working with Utilities Committee (secretary or designee); identify potential BOD nominees (BOD); **June:** mail out annual meeting packet 30 days prior to annual meeting via US Mail and email minutes and committee reports 14 days in advance (Secretary); Plan for annual meeting site needs (Secretary or designee); collect proxies for annual meeting (VP or designee)

Next Meeting/Adjournment: There will not be a June Board meeting since the Annual Meeting is July 10 at the picnic grounds at 9 am, unless something comes up.