

## **DRAFT**

### **Falls Creek Ranch Association, Inc. Board of Directors Meeting Minutes**

**Thursday, May 26, 2022 at 6PM via Zoom and In-Person**

**Call to Order and Roll Call** – The meeting was called to order at 6:05PM by President Paulette Church.

Board Members present: Mary Ann Bryant, Paulette Church, Charlie Simons, Bobbie Baird, Mark Smith. Community members present: Eb Redford, Jessie Kileen, Terry Greiner, Jenny Holmen

**Approval/Changes to the Agenda** – The agenda was approved with the addition of two New Business items: Board approval of updated draft Common Property Rules and Board approval of the draft proposed budget for FY 2022-23.

**Board Member Survey for Conflicts of Interest with Agenda Items** – None noted.

**Open Period Comments from Residents – 3 minutes time limit** – A resident commented that the Perin’s Peak fire appears to be under control – likely human caused.

**Approval of Previous Minutes** – A motion was duly made and seconded to accept the April 28, 2022 minutes. The motion unanimously passed.

**Presentation and Acceptance of Financial Report** – Treasurer Mark Smith presented the April 2022 financial report. There are a couple of items mis-coded. He will follow-up with the accountant. Fund asset balances as of April 30, 2022 are: \$191,848 in Operating, \$43,888 in Grant Reserves, and \$264,891 in Capital Reserves. A motion was duly made and seconded to accept this financial report. The motion unanimously passed. The report will be added to the FCR website.

#### **Committee Reports**

**Architectural Control** – We have 12 open projects on the Ranch.

**Common Property** – No report.

**Dam** – Falls Creek ran for about 45 days beginning in early April and was bone dry on May 15. During this brief “spring run-off”, the water level in our lake gradually increased & the lake is currently about 12 inches below full storage capacity. We are not currently releasing water from the Dam but will throughout the summer.

The Dam Committee has started summer maintenance work. We have opened & flushed the water discharge systems, are clearing brush and invasive plants on the dam surface & in the spillway & will also continue our battle with the Gophers. In addition, this summer we plan to install a Weir on Falls Creek and Water level Measurement System in the lake to help us better understand & manage our water resources.

**Fire Wise Ambassador** - Falls Creek Ranch participated in the countywide emergency management pre-disaster mitigation training exercises that were held April 27 through 30. On Friday, April 29 we had more than 30 vehicles participate in an evacuation down our two-track emergency road to CR 203, checking in at Trimble Crossing. One person in each vehicle received one "Salamander Card" as they would be given to return home after a real emergency evacuation.

The Annual Firewise Wildfire Preparedness meeting was held on Saturday, May 7 from 9 to noon at the Fire House. Presentations were given by Durango Fire Protection District, USFS, Wildfire Adapted Partnership, John Whedon's helicopter water bucket demonstration, Director of La Plata County Emergency Management Department, and four members of the FCR Firewise Committee. We had a smaller turnout than usual but a great Cinco de Mayo potluck afterward. We have 2 loggers removing logs from our grant-supported fire mitigation and beetle tree removal projects. We are working in the northern part of the Ranch, primarily on the east and west side of the North Meadow. Volunteers are marking trees and nearby lot owner have one week to review those marked and discuss concerns before cutting will begin.

**Front Entrance** - See Old Business for discussion.

**Horses** – Jessie Kileen reported that the large south pasture will be divided into two pastures to better manage the grass growth and use during our prolonged drought. Posts and fencing will be installed when ground conditions are improved. The Horse Committee will be asking for volunteers to assist in this work for 1-2 days once the workdays are scheduled.

**Lake** – No report.

**Post-Wildfire Recovery Report** – The Chair was notified by the lead engineer with SGM, that work will begin May 23rd to rebuild the road crossing on north Main and replace the metal culverts with a large concrete box culvert that will better handle increased runoff rates from the SJNF above us. This is a complicated project involving our water system, electricity, internet, and roads. Residents will be notified of potential road closings and are asked to watch for heavy equipment working on the road as well as along the channel sides for some time. It is anticipated that the Dyke Canyon Crossing work, placing 2 metal culverts there, will be completed following the concrete culvert and be completed in mid to late June. Note post-meeting: this work has been delayed – work date to be determined.

**Roads** – No report.

**Utilities** – The major portion of the project to connect the new well#4R, located near Deer Trail Rd. to the Upper WTF (Water Treatment Facility) Building was completed. A new trench, 1440 ft. long, was excavated by Bonds Construction. The new pipeline and a replacement for the existing Transfer line were laid in the trench by Bonds. High quality **HDPE** (High density polyethylene) piping was used for

both lines. In addition, new valves were installed near the Upper Building. They will allow well water to be processed in the WTF from either the new well or the existing Well#2. Operational procedures and the new valves will allow water from only one of the two wells to be treated at a time. The design of the system addition was approved by the Colorado Water Engineering Dept. The new well is scheduled to be connected by late June or early July. Additional work is required to put the new well into production. This new well provides backup water to supply the Upper Falls Creek Ranch distribution system. Through existing piping connections this water can also be shared with the Lower Falls Creek Ranch distribution system.

A power connection for the new well was also completed. LPEA installed a new wattmeter and an electrical contractor ran conduit and wiring from the wattmeter to an above ground Hoffman enclosure. The trenching for this project was completed by our Caretaker Ray Smith using the Ranch backhoe. This enclosure will contain new equipment for a new SCADA node to control operation of the new well. This last item is scheduled for early July. We also need to schedule our plumbing contractor to complete plumbing connections for the new well.

**Water Supply Task Force** – The new pipeline for Well 4R has been installed; most electric work has been completed with some work remaining, hopefully to be completed within the next month. See Utilities Report.

**Ranch Manager Liaison Report** - Ray Smith submitted the following report:  
During the past work period tasks performed have been:

- ❖ Collected bactis and delivered to San Juan Basin Health before the 15<sup>th</sup> of each month.
- ❖ Visionary Internet
- ❖ Fire Hydrant install
- ❖ Transfer / Well 4 project
- ❖ Well 4 electric ditch
- ❖ Deer Trail water service install
- ❖ Annual calibration program
- ❖ Roads

Met with FCR and Visionary internet to develop a plan for the dig at 117 Sunrise Lane. An electric line needs to be installed from electric transformer to site North for installation of a communications pole. This task will require a dig by FCR and is scheduled 1<sup>st</sup> of June. FCR is renting a mini-excavator and will use it on the remainder of the digs from tank sites to meter set.

Completed installation of fire hydrant at 20 Skyline Drive. Older unit was upgraded with a new muller. Bonds performed the dig using a Hydrovac; once exposed it was identified as a 4 inch hydrant which was upgraded to a 6 inch. An adapter was needed to make the transition - only one available was in Farmington. Made the trip, and Kern assisted the following day, Saturday, with the installation; was unable to get Bonds back due to work schedule. The tie-in was completed and hydrant is back in service. Durango Fire Dept. was notified when hydrant was out of service then again when new unit was back in service.

Assisted with transfer line and Well 4 (R) project. The task lasted two weeks. A new dig across the Big Rock Meadow accommodates a new transfer line and a 2-inch water line from well 4 (4)

abandoning existing transfer line. Both new lines travel North to Water Treatment Facility No.2 as a supplement for system 2 and a backup transfer for both systems. The task is complete, there are some boulders that need to be removed for completion of the project.

Dug an electrical ditch on Deer Trail project from electric meter to wellhead including accommodating for Hoffman enclosure. The electric conduit was put in and wire pulled, the enclosure and main disconnect installed. The project was inspected and passed; the conduit was bedded then the ditch was buried.

Performed water tap and service installation for new build at 115 Deer Trail. Still need to buy styrofoam to make insulation pack, still need to set post and readout to complete task.

Assisted with annual Backflow Prevention Program testing, and calibrating backflow devices in both systems. Also performed quarterly tank inspection in accordance with compliance monitoring.

Performed Spring Roads Project. A full-size water truck needed to be rented due to mechanical failure of our Orange truck; it was also determined that the unit may work well for small projects and dust control. The high amount of wind and the scale of the roads project proved a much larger unit is needed. Drove a truck back from Farmington and we used it allowing us to prep roads for Mag Chloride/Lignum Sulfate application. Desert Mountain arrived as scheduled, however, the spreader arrived with a flat tire. 4 States Tire was able to make the repair and mag/lig sulfate application started at 11:30 - a very disappointing late start. The next day when rolling the mag in I was asked about color change in product at FCR Main and Dyke Canyon. I was unaware of the change until I reached the location. Turns out the product ordered was exhausted with the load the spreader carried and two tankers were the product of mag chloride only. I have arranged 4000 gallons to be refunded to FCR and plan to re-work Main a bit and apply the product to FCR Main completing the task. Lots of wind and high volume of traffic at the time of application truly hampered the program making the task very complicated this year; may need to look at a traffic control program and have a heart-to-heart with mother nature on the wind 😊

Cleaned horse manure pit. Need to get with appropriate folks to discuss new site for compost pits.

**Upcoming Tasks:**

- Finish roads
- Visionary Project
- Low Flow crossing project.
- Vacation. Daughter's wedding (last week of June)

Ray Smith, FCR Caretaker, 5/31/2022

**Old Business**

- FCR Entrance Proposal – Jessie Kileen presented the proposed design for our entrance which consists of 3 ponderosa logs on either side of the entrance, with a center median that would include electricity brought from the equipment shed. A downward pointing light was also proposed on the east log structure. The entrance would need to be widened 3-5 feet to accommodate this design. Jessie described the design as simple, rustic, historic and doable. The electric contractor will be determined but Mark Smith has a contractor to oversee the project. After a motion was duly made and seconded, the Board unanimously approved the proposal.

This is included in next year's capital budget. The concrete base sites will be clearly marked for members to see prior to construction. A drawing of the project will be provided to members.

- Visionary Update – Mark Smith reported that the project is scheduled to start the first week of June at the Sunrise Lane site, then the lower water tank, followed by the upper water tank site. Ray will do the trenching with Visionary installing the lines.

### **New Business**

- Proposal for composting/glass recycling – Jenny Holmen presented the proposal to allow composting and/or glass recycling for interested members. This proposal with details has been previously distributed to members with a survey to determine level of interest; to date 22 members have expressed interest. The Board discussed options with Jenny to keep costs low yet still support the effort for members. Jenny stated she can obtain a free bear-proof enclosure from Manna. Modifications to keep it secure from bears can be done by Ray Smith with some supplies provided by existing sources on the Ranch. The Ranch will provide space at the north end of the dumpster area for one enclosure at this time. Participation levels would determine a future plan for a second enclosure. Jenny clarified that the buckets would be dropped off and picked up the same day to minimize potential odors. Participants would purchase their own buckets. After a motion was duly made and seconded, the Board unanimously approved the proposal as described above.
- Security for summer months – Phil Boroff will be unable to serve in this role this summer. A motion was made to defer this issue and not hire anyone for the summer. The motion was seconded and the Board unanimously approved the motion.
- Mileage/fuel surcharge per diem for seasonal commuting employees – the Board discussed options to allow flexibility with hourly rates for hiring seasonal employees. Pay scales would be adjusted based on skill level and per diem need for travel distance. The federal mileage rate would be used which could then be decreased over time as indicated. Paulette will work with the Payroll Department to implement this structure. After a motion was duly made and second, the Board unanimously approved this payroll structure for seasonal employees.
- Fire station juniper tree sculpting proposal – Paulette stated she has been in touch with a person who could sculpt a firefighter and possibly an eagle out of the dead juniper tree at the fire station near our Ranch entrance. One cost estimate is approximately \$5,000. This is not in next year's budget but could be completed with member donations. After discussion, the Board agreed to have Paulette continue to explore other potential artists and cost estimates. Paulette could also bring this up for discussion at the Annual Meeting.
- Common Property Rules update – Paulette has worked with Phil Boroff, Common Property Committee Chair, to update the rules to reflect improved operations for managing our common property including fire mitigation projects. A few minor editing changes were noted. After a motion was duly made and seconded, the Board unanimously approved the amended rules which will be distributed to the members for 30 days prior to taking effect.
- Draft FCR Budget for Fiscal Year 2022-23 – the Board has completed the budget planning for next fiscal year. This will be mailed to the members the first week of June in preparation for presentation and discussion at this year's Annual Meeting (July 9, 2022). Due to inflationary costs in many operational areas and the need to hire more seasonal employees, the Board unanimously voted to increase our assessments by 10% for next year. Improved lots will be charged at \$3,300 each; unimproved lots will be charged at \$3,200 each. Note that our assessments have not been increased since FY 2011-12. The need to maintain our 840 acres of

common property including amenities, the lack of volunteers, needed maintenance on the Ranch House and inflationary costs all contribute to the need to raise our assessment.

### **Announcements**

- We need a new Social Committee Chair to coordinate Ranch events and food planning for volunteer work days. Contact Paulette Church with your interest.
- We need a Chair or Co-Chair for our First Responders Team. This involves First Aid, AED and CPR responders for the Ranch Emergency Phone. We also are contacting High Meadows Ranch to jointly participate in this team. Contact Paulette Church with your interest.
- Mark your calendars! – Our Homeowner Association Annual Meeting will be held Saturday, July 9, 2022 at the FCR Picnic Area. Arrive by 8:30AM to sign in; the meeting starts promptly at 9AM.

### **Calendar of Required Board Actions June:**

- Distribute all components of annual meeting packet (Secretary); collect annual meeting proxies (VP).

### **Adjournment**

The meeting was adjourned at 7:41 PM.

**The next regularly scheduled Board meeting is tentatively set for Thursday, June 23, 2022, at 6pm. It is planned to be a hybrid meeting with Paulette as meeting host as well as a ZOOM option. This meeting may be cancelled depending on the need for any immediate actions prior to the Annual Meeting scheduled for July 9, 2022. Members will be notified.**

Respectfully submitted,  
Mary Ann Bryant  
FCR Board Secretary