

Falls Creek Ranch Association, Inc. Board of Directors Meeting

Thursday, October 28, 2021 at 6 p.m. at the home of Paulette Church and via ZOOM

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

Board Members: Bobbie Baird, Paulette Church, James Glover, and Mark Smith in attendance.
Community Members: Charlie Simons, Eb Redford, Susan Morton, Barry Bryant, and Mary Ann Bryant.

Approval/Changes to the Agenda – Barry asked for an update to the Visionary project to be added to old business. Paulette added Board vacancy and ranch youth activities to the Executive Session. James added Utilities Committee planning to old business.

Board Member Survey for Conflicts of Interest with Agenda Items – No conflicts of interest identified.

Open Period Comments from Residents – No comments were received from the residents.

Approval of Previous Minutes – For the meeting minutes presented for September 23, 2021 – No objections were made, and the meeting minutes were approved.

Presentation and Acceptance of Financial Report – Mark presented the financial report. Current accounting firm will require approximately \$2,000 to complete the reconciliation of the previous year's financial reporting. Reimbursement from the prior accounting firm will be sought to cover this additional spend. Current financial year spending is on-budget. There have been some repair work expenses which are unbudgeted but otherwise we are in good shape. No capital reserve monies have been spent this year. Monthly budget vs actual financials will be made available to the Board going forward.

Grant monies will be reimbursed for the forest mitigation work approximately 2-3 months behind our current work schedule. Grant monies will be transferred to operating account once the grant reserve account is above \$30,000.

Current balances as of September 30: \$170,782 in operating account, \$265,081 in capital reserve account, and \$37,814 in the grant reserve account. The financial report was accepted by the Board.

Mark and James will create a financial proposal for how to deal with residuals from prior financial years. The proposal will include contingencies for the budget expenses and will be tied into the separation of the main FCR budget and proposed separate utilities budget which will be ideally completed this coming year.

Committee Reports

Architectural Control – Nothing new to report. There are currently several open projects on the Ranch, with two new homes slated to begin in the spring of 2022. We ask that all neighbors be patient as current projects are running longer than anticipated due to contractor availability and

material shortages. As always, please inform your contractors of our speed limits along with rules associated with our dumpsters.

Beautification – Fall cleanup was a wonderful success, thanks to all who helped on October 16th. It's easy to keep our ranch beautiful with so many committed residents. Discussions for next spring's plantings and juniper spar are ongoing.

Common Property – Nothing new to report this month.

Dam – On September 30 our lake was 30 inches below full, and we were releasing water at a rate of .25 CFS (162,000 gallons a day), as is our legal obligation. When full, our lake holds approximately 154 million gallons of water. Each inch below full represents approximately 1.2 million gallons of water. Thus, our current lake level is very low, about 36 million gallons below capacity. Think Snow!!!!

Fire Wise Ambassador – Mitigation work continues on Ponderosa Park and begins on Deer Trail to ready lots for home construction and to mitigate around the building envelopes and driveways with owner's approvals. Firewood from the Ranch is being offered to owners who would like it cut, split, delivered, and stacked. A 100 cu. ft. load is \$200 to cover wages paid to process the wood plus \$100 paid to the delivery crew to have it loaded, delivered and stacked. Free firewood is available along roads and on common property where it is dead and down. Meadows were mowed since dead grass is a significant fire hazard. Rapid Response Fire Team has been equipped and training options are being arranged.

Front Entrance – Committee members are currently developing a design along with an estimate for the November/December meeting.

Horses – Nothing new to report this month.

Lake – Lake committee members will be preparing the lake for winter on October 17 and have asked that everyone have their watercraft removed by that date. Six additional polywood beach chairs have been ordered for delivery in the spring and plans to improve the storage racks prior to next season is ongoing.

Post Wildfire Restoration –SGM has finalized plans for permanent repairs to the Dyke Canyon and Greenberg Crossings on Falls Creek Main. The plans have been forwarded to High Meadows and Falls Creek residents in the areas. Work to be done November/December.

Roads – Ray has graded Main again to remove potholes and washboards caused by excessive speeds on Main. Snow is on the way, so please keep safety in mind as the road conditions change. Every winter people lose control at the curve near the bottom of the hill on Main and end up off the road, sometimes upside down!! We will be installing a box culvert at the northern wash crossing on Main that now has two culverts and a high-water crossing. The new crossing will eliminate the high water crossing and make the road much more level at that point. This work will require closing one lane at a time but should not close the road.

Utilities – Nothing new to report.

Water Supply Task Force – Nothing new to report.

Ranch Manager Liaison Report:

Collected bactis and delivered to San Juan Basin Health before the 15th of each month: Bacteriological samples are collected monthly to remain in compliance with the state department. Ray has been provided an updated phone list, which will allow him to notify a resident should a sample be needed.

Licenses: Renewed Distribution license, and driver's medical card. Current on all certifications. DR Mower: Still not running. It was serviced, the carburetor was cleaned, and a push button start was installed to eliminate a battery draw. Next step is to disassemble the carburetor and reinstall with a new kit.

Roads: Was able to work during a storm in late August that allowed some washboard areas of Main to be removed, the moisture was good, and normal traffic provided good compaction. Main is heavily used; therefore, the fix is temporary and will need to be addressed again prior to freezing.

Dam: Assisted Scott Southworth and a plumbing contractor to run a camera through the effluent pipe, which confirmed the slide gate is not making a seal.

Fire Mitigation... Water/Dump Truck: Purchased a 1,025 gallons water tank to retrofit into the dump truck, will also be used to water roads. Currently am in the design process of a hydraulic pump with Hopper Specialties in Farmington, anticipated completion and use sometime in October.

Well #2/Chemical Pump: Replaced and reprogrammed a new chemical pump for well #2. It is currently working very well to maintain our chlorine residual.

Tanks: Maintenance around the water tanks is ongoing.

811: Received a bill from 811 (locater service) and they have informed me that there is a new procedure for doing locates.

Records: Compiling all needed records in preparation for sanitary inspection from Colorado Department of Health and Environment. The inspection occurs every 3-5 years, 2022 will be our fifth year. Backflow and cross connection program records will need updating, along with an update of the monitoring plan on the web portal to keep FCR current.

Upcoming Tasks: Water tank maintenance and record keeping, maintenance to equipment shed and surrounding area, maintenance of roads, and maintenance to the water truck.

Old Business

- **Visionary Installation Update.** Visionary grossly underestimated the cost associated with trenching. The trenching program is more complicated than anticipated and the completion of trenching will not take place this year. Trenching and completion of the project is more likely to happen in spring/summer 2022. Mark will contact Visionary to seek an expedited staged approach to complete the project – ideally with the work completed next to the Bryant's house first as this has the fewest obstacles.
- **Utilities Committee Planning.** James presented a proposal to the task the Utilities Committee with succession planning, budget planning, and infrastructure replacement planning. The following three items were discussed:
 - Succession planning for the FCR utilities committee and utilities operations.
 - Proposal for separation of the utilities budget from the main FCR budget for the purposes of infrastructure replacement and utility operations.
 - Long-term budget planning for infrastructure replacement, utility operations, and water resource supply security planning.

Action – James to send email proposal to the Board for approval and action.

Note – James sent email to Board on October 29 and the proposal, as written above, passed.

New Business

- **New Lake Committee Rules.** Proposed lake committee rules were emailed to the membership on October 20. The Board reviewed and approved the proposed rules as written.
- **FCR Job application form and procedures.** Paulette presented a new job application and procedures for our employees to abide by. The job application will include an interview, background check, reference check, and approval of hiring by the Board. Procedures for employees to follow include safety measures, code of conduct for operating equipment on the Ranch, and other rules for employment. Failure to comply with set procedures will result in termination. The Board reviewed and approved the proposed application and procedures as written.
- **Proposal to build small storage building at picnic grounds in partnership with TimberAge.** A proposal to construct a timber shed and shade structure at the picnic area was emailed to the membership on October 20. The shed would use timber harvested from the Ranch and given to TimberAge (a local company manufacturing boards using cross-laminated timber beams). The proposed shed and structure would cost approximately \$17,000. The Board discussed various options and alternatives for a shed on the Ranch to store common equipment and tools, and decided that a cheaper option (e.g., Tuff Shed) may save some money. A shade structure could be constructed using logs and sunshades. Action - James to investigate some options and present to the Board in the coming months.

Announcements

- Barry asked for information to be circulated to membership regarding driving on the Ranch during winter months.

Calendar of Board Actions (What, Who, When)

Present/review income tax filing with BOD Treasurer/BOD: October
Submit income tax filing Treasurer: October
Distribute winter road rules to membership Roads/Secretary November
Review insurance policies for updates/renewals VP: December

Next Meeting/Adjournment: The meeting was adjourned at 7:32 p.m. The next Board of Directors meeting will be held on Thursday, December 2, 2021, at Paulette Church's home at 6:00 p.m., and via Zoom.

Executive Session

An executive session was held following the regular meeting which discussed the following topics:

- Board vacancy
- Ranch youth activities

Respectfully submitted,
James Glover
Board VP