

NELLIE GAIL RANCH OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – REGULAR SESSION

TUESDAY, SEPTEMBER 18, 2018

MINUTES

I. CALL TO ORDER

The Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:30 p.m.

DIRECTORS PRESENT

Alex Presley
Paul Holland
Mark Fisk
Joyce Taylor

DIRECTOR ABSENT

John Park

MANAGEMENT

Brian Mitchell, General Manager
Dennis Moss, Operations Manager, Parks & Recreation Facilities

II. HOMEOWNER FORUM

A. OPEN HOMEOWNER FORUM

Seven (7) homeowners signed in to address the Board regarding Association Clubhouse plans for reserve projects, Equestrian Center Clubhouse reserve projects, licensed care facility businesses in the community and tree maintenance.

B. CLUBHOUSE TOUR

Attending homeowners toured the Association Clubhouse with Architect Jeff Smith reviewing the areas that will be brought to current code for accessibility, the delaminating concrete entry that will be replaced with pavers and the 800 sq. ft. of areas that are currently inaccessible for homeowner use that will be converted for multi-purpose homeowner use. In response to homeowner questions the Board reported sufficient reserve and operating funds are available to complete the contracted work as well as required contingency work that may be required once construction commences. The Board expressed its commitment that there will be no special assessment required to complete this project.

III. EXECUTIVE SESSION REPORT

A. REPORT ON EXECUTIVE SESSION MEETINGS – AUGUST 21, 2018

An Executive Session meeting was held on August 21, 2018

Topics included:

- Approval of the July 17, 2018 and August 7, 2018 Executive Session meeting minutes.
- Reviewed status of legal and enforcement matters.
- Review of Delinquency and Collection Reports.
- Review legal opinion regarding Election Rules.
- Approval of contract with Horizon Lighting to replace electric meter and irrigation timer enclosures.
- Approval of contract with Sunset Landscape to rewire irrigation timers in new enclosures.
- Approval of Equestrian Center Dressage Trainer Shayne Dante.
- Approval of renewal of So OC Pony Club Service Agreement.
- Approval of delinquency monitoring and lien recording fees and services with FirstService
- Approval of agreement with Apollo Wood Recovery for playground wood chip replenishment.
- Approval of agreement with Animal Pest Management.
- Approval of agreement with Boulder Earthworks for fence and gate replacements
- Review of Collection and Delinquency Reports and approved collection actions.
- Received the July Violation Report.
- Reviewed matters related to staffing.

The following delinquency statistics were reported for the Open Session Minutes:

- Three (3) past owner delinquencies total \$0 in assessments and \$3,777 in assessment judgments.
- Sixty-seven (67) current owner past due delinquencies total \$66,535 in assessments and \$4,910 in assessment judgements.
- The collection attorney is currently working on ten (10) past and current homeowner accounts to collect on judgments and/or past due assessment balances.
- Total accumulated outstanding assessments total 2.97% of the annual assessment budget.

IV. CONSENT CALENDAR

Motion: Holland
Second: Taylor

Resolution: To approve Consent Calendar resolutions for agenda items V-A through V-B.

A. AUGUST 21, 2018 OPEN SESSION MINUTES

Resolution: To approve the August 21, 2018 Open Session Meeting Minutes as submitted.

Ayes: Holland, Taylor, Presley
Nays: None
Abstain: Fisk

B. CONSIDERATION OF APPROVAL OF JULY 31, 2018 FINANCIAL STATEMENTS

Resolution: To approve the financial statements for the Nellie Gail Ranch Owners Association dated July 31, 2018 reflecting the following:

The Consolidated Balance Sheet reflects \$3,667,792 in reserve funds, \$1,667,130 in operating funds, \$5,400 in Petty Cash, and \$448,637 in Stall, Trail and Architectural Deposits for a total cash balance of \$5,788,958.

Year to date Assessment Revenue totals \$2,067,700 compared to the budgeted \$2,239,944.

Year to date Total Consolidated Revenue is \$3,358,673 compared to the budgeted \$3,492,940.

The Consolidated Net Income for the **month** prior to adjustments for depreciation is \$61,575 compared to the budgeted \$276,443. Consolidated Net Income **year to date** prior to adjustments for depreciation is \$207,875 compared to the budgeted \$296,255. Year to date reserve funding is \$458,264 compared to a budget of \$435,000. The variance is reserve interest income.

The motion carried unanimously.

End of Consent Calendar

V. OLD BUSINESS

No Old Business to Come Before the Board

VI. NEW BUSINESS

A. CONSIDERATION OF APPROVAL OF CONTRACT WITH KAIROS CONSTRUCTION FOR ASSOCIATION CLUBHOUSE RESERVE AND ASSOCIATED PROJECTS

Motion: Presley

Second: Taylor

Resolution: To approve a contract with Kairos Construction in the amount of \$584,475 to complete reserve and associated projects at the Association Clubhouse. Funding will come from the following sources; Tennis Center Reserves \$373,414 (64%), Swim Center Reserves \$12,422 (2%), Association Reserves \$152,303 (26%) and Association Operating \$46,337 (8%).

and,

To approve a Contingency budget of \$102,000 for additional items that may come up during construction. Funding will come from the following sources; Tennis Center Reserves \$40,000 and Association Operating \$62,000.

The motion carried unanimously.

B. CONSIDERATION OF APPROVAL OF CONTRACT WITH TIM SHIRES CONSTRUCTION FOR EQUESTRIAN CENTER RESERVE PROJECTS (DECK, RAILINGS, STAIRWAYS, PATIO COVER AND REPLACEMENT OF THE SLIDING GLASS DOOR)

Motion: Holland

Second: Fisk

Resolution: To accept the recommendation of the Equestrian Committee to approve a contract with Tim Shires Construction for reserve related construction projects to make the deck ADA compliant, replace deck railings, stairs, replace the patio cover, and replace the sliding glass door in conformance with plans prepared by PaCe Architecture, Inc. at a cost of \$29,500, funds to be paid from the reserve account;

and,

To approve the following:

- Purchase of LaCantina folding doors from Ganahl Lumber at a cost of \$10,651;
- Purchase of Alumawood patio cover materials from Superior Awnings at a cost of \$4,033;

- Purchase of one swinging exterior door from Ganahl Lumber at an estimated cost of \$1,500 for door, hardware and installation.
- Approve a signage budget of \$1,500 for the exterior sign. Artwork to be determined.
- Approve a furnishings budget of \$2,500 for patio cover fan and lights and deck chairs to place on the deck following work.
- Approval of a Contingency budget of \$7,250 (15%) for additional items that may come up during construction.

The total project cost is budgeted at \$56,934 with \$52,500 to be paid from NE 23041 Clubhouse Reserve and the amount of \$4,434 to be paid from NE 23001 Paint Reserve.

The motion carried unanimously.

VII. REPORTS

The following reports were received and filed by the Board: Financial Summary, General Manager's, Architectural Review, Communications, Equestrian Center, Events, Solar, Tennis Center, Trails, and Landscape.

VIII. CORRESPONDENCE

Action: To receive and file homeowner correspondence.

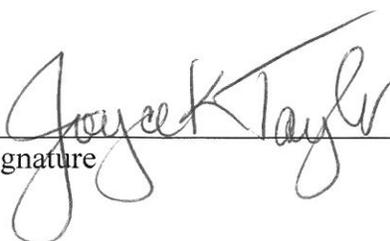
IX. NEXT MEETING

The next regular Open Session Board of Directors meeting will be held on Tuesday, October 16, 2018 at 7:30 p.m.

X. ADJOURNMENT

The meeting was adjourned at 9:04 p.m.

Signature



Date

12/6/18