

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

TUESDAY, AUGUST 16, 2016

MINUTES

I. CALL TO ORDER

The regularly scheduled Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:36 p.m.

DIRECTORS PRESENT

Loree Blough
John Park
Paul Holland
Mark Fisk

DIRECTOR ABSENT

Jill Barkouras

MANAGEMENT

Brian Mitchell, General Manager

II. CONSIDERATION OF HOMEOWNER APPEAL FROM 27721 PINESTRAP

Scott Shoults of 27721 Pinestrap and Chris Pitet of 27725 Pinestrap appealed the denial of their Architectural Application for installation of the wall along their property line with the condition that they obtain a property line survey and resubmit. Both owners attended the meeting in support of the appeal. At the meeting both owners spoke confirming their joint appeal and complete agreement with respect to the type of wall proposed, the placement of the wall and their willingness to release the association from responsibility for its placement. It was noted by the homeowners and the Board that the ARC acted in accordance with the Associations guidelines in requiring a survey as only the Board may waive that requirement. After review and consideration of the homeowner input at the meeting, the Board approved the appeal with conditions outlined in the resolution. The compelling reasons for waiving the survey are as follows:

1. Both owners attended the meeting in support of the joint appeal confirming their complete agreement with respect to the type of wall proposed, the placement of the wall and their willingness to release the association from responsibility for its placement.
2. The property line in question is the shared property line between the two owners. The wall will not transverse any Nellie Gail Ranch Owners Association property lines or easements.

3. The survey requirement would add approximately \$3,000 to a \$7,000 project and the Board did not want to compel the additional expense in a situation where the Association may be otherwise protected.
4. Lastly, the proposed wall will be an improvement over the existing dilapidated tubular steel fence.

Motion: Park
Second: Holland

Resolution: To approve the appeal and grant a variance to the homeowners of 27721 Pinestrap and 27725 Pinestrap with the following conditions:

1. The wall is approved as to aesthetic consistency with the Architectural Standards and Governing documents only and does not constitute approval as to the placement of the wall.
2. Placement of the wall on the common property line is the joint responsibility of the two homeowners.
3. The wall is to match the existing wall in height and design and be finished on all sides.
4. Both homeowners must acknowledge their approval and understanding of the above conditions.

The motion carried unanimously.

III. HOMEOWNER FORUM

Three (3) Members addressed the Board with comments.

IV. EXECUTIVE SESSION REPORT

The regularly scheduled Executive Session meeting was held on July 19, 2016. Topics included approval of minutes, homeowner delinquencies and liens, legal issues, clubhouse renovation, contracts, personnel, and violations.

A special Executive Session meeting was held on Wednesday, August 3, 2016 to discuss personnel issues and contracts associated with the draft budget.

Another Special Executive Session meeting was held on Thursday, August 11, 2016 to follow up on contract issues associated with the draft budget.

V. CONSENT CALENDAR

A. OPEN SESSION MINUTES

Motion: Park
Second: Fisk

Resolution: To approve the Open Session minutes dated July 19, 2016 as presented.

Ayes: Park, Fisk, Blough

Nays: None

Abstain: Holland

The motion carried.

Motion: Park

Second: Holland

Resolution: To approve the Open Session minutes dated July 28, 2016 as presented.

The motion carried unanimously.

B. FINANCIAL STATEMENTS

Motion: Park

Second: Fisk

Resolution: To approve the financial statements for the Nellie Gail Ranch Owners Association dated July 31, 2016

The motion carried unanimously.

C. CONSIDERATION OF APPROVAL OF INNOVATIVE PRINTING SOLUTIONS PROPOSAL FOR BUDGET MAILING

Motion: Park

Second: Holland

Resolution: To approve Innovative Printing Solutions proposal in the amount of \$2,495, plus additional postage estimated at \$625, to print and mail the 2016-17 budget and associated documents on CD-ROM to the membership by August 31, 2016.

The motion carried unanimously.

D. CONSIDERATION OF APPROVAL OF CONTRACT WITH ANIMAL PEST MANAGEMENT FOR COYOTE ABATEMENT SERVICES

Motion: Fisk

Second: Holland

Resolution: To approve an Agreement with Animal Pest Management for Coyote Abatement Services in the amount of \$2,500 each for two service periods (September 2016 and Spring 2017) for a total of \$5,000.

The motion carried unanimously.

E. CONSIDERATION OF APPROVAL OF NEWMAN AND ASSOCIATES, INC. AGREEMENT FOR AUDIT AND TAX PREPARATION SERVICES

Motion: Park
Second: Blough

Resolution: To approve an Agreement in the amount of \$5,500 with Newman and Associates, Inc. for preparation of the annual audit and tax returns for the fiscal year ending September 30, 2016.

The motion carried unanimously.

F. CONSIDERATION OF APPROVAL OF LIENS

Motion: Holland
Second: Park

Resolution: To authorize and instruct Management to record a lien on sixteen (16) delinquent accounts should their assessments not be paid within the time period established in the Intent to Lien Letter. In accordance with the Corporation's Assessment Collection Policy, a letter was sent to the homeowners notifying them that they have 30 days to pay the balance owed or a lien will be placed on their property. Therefore, the Board directs Management to lien the accounts listed below should the delinquent assessments not be paid within the time period established in the Intent to Lien Letter:

Account Number	Total Amount Due
0019-03	\$668
0078-02	\$668
0102-01	\$668
0103-02	\$668
0330-BO	\$920
0403-01	\$668
0445-01	\$993

0461-01	\$668
0751-02	\$668
0856-02	\$668
1018-01	\$668
1068-01	\$668
1093-01	\$668
1110-01	\$668
1162-01	\$668
1301-02	\$868

The motion carried unanimously.

End of Consent Calendar

VI. REPORTS

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

VII. OLD BUSINESS

A. EQUESTRIAN CENTER PROFESSIONAL SERVICE PROVIDER POLICY

Administrative Direction: The Board of Directors requested that Counsel meet with the Equestrian Committee to review legal opinions related to the proposed policy and submit their recommendation at a future meeting.

VIII. NEW BUSINESS

A. CONSIDERATION OF PROPOSALS FOR PATROL SERVICES

Motion: Holland

Second: Park

Resolution: To approve a budget Contingency line item placeholder in the amount of \$190,000 and direct Management to work with the Board to create a survey of the Membership to prioritize use of the funds for alternative services or projects that may include but not be limited to Patrol Services, Pool Deck Renovation and Clubhouse Renovation.

The motion carried unanimously.

B. CONSIDERATION OF APPROVAL OF THE 2016-17 RESERVE STUDY AND RESERVE FUNDING PLAN

Motion: Holland
Second: Fisk

Resolution: To approve the 2016-17 Reserve Study and Reserve Funding Plan as prepared by Association Reserves. The 2015-16 year-end estimated % funding level is listed below with approved 2016-17 budgeted Reserve contributions for each Cost Center:

	% Funded	Approved 2016-17 Monthly Contribution	Approved 2016-17 Annual Contribution
Association	103%	\$15,600	\$187,200
Equestrian Center	68%	\$ 8,900	\$106,800
Swim Center	104%	\$ 4,950	\$ 59,400
Tennis Center	100%	<u>\$ 6,500</u>	<u>\$ 78,000</u>
Consolidated	93%	\$35,950	\$431,400

Administrative Direction: Management is directed to re-allocate the October 1, 2016 beginning year reserve balance in accordance with the reserve study recommendations.

The motion carried unanimously.

C. CONSIDERATION OF APPROVAL OF 2016-17 FISCAL YEAR BUDGET

Motion: Park
Second: Holland

Resolution: To approve the 2016-17 Budget for the fiscal year beginning October 1, 2016 with quarterly assessments remaining at \$334 per quarter.

and,

To approve a discount of \$20 to Members who pay the annual assessment in full by October 31, 2016. The full payment option is \$1,316.

and,

To approve the Delinquency Assessment Collection Policy, Alternative Dispute Resolution Policy, Internal Dispute Resolution Policy and associated disclosures as attached to this report.

The motion carried unanimously.

D. CONSIDERATION OF RECOMMENDATION FROM THE LANDSCAPE COMMITTEE TO APPROVE A SUNSET LANDSCAPE PROPOSAL FOR TREE PLANTING

Motion: Park
Second: Holland

Resolution: To approve the recommendation of the Landscape Committee for prioritized locations for tree planting and to approve the Sunset Landscape proposal for planting of 250 trees at a cost of \$29,915 with funds to be paid from Reserve Account G/L 23034 Tree Replacement Reserve.

The motion carried unanimously.

E. CONSIDERATION APPROVAL OF RENEWAL OF INSURANCE POLICIES FOR THE RENEWAL PERIOD SEPTEMBER 1, 2016 TO SEPTEMBER 1, 2017

Motion: Holland
Second: Park

Resolution: To approve the renewal of insurance policies through LaBarre Oksnee Insurance in the total amount of \$75,992.02.

The motion carried unanimously.

F. CONSIDERATION OF REPLACEMENT OF FENCING ALONG RAPID FALLS AND LOST TRAIL

Motion: Holland
Second: Fisk

Resolution: To approve two (2) proposals from Boulder Earthwork to replace 504 lineal feet of fencing along Rapid Falls Road and to replace 152 lineal feet of fencing along Lost Trail Road for a total cost of \$11,808.

The motion carried unanimously.

G. CONSIDERATION OF PURCHASE OF POOL CHEMICAL CONTROLLERS

Motion: Park
Second: Holland

Resolution: To approve a contract with Aquatic Facility Services in the amount of \$18,807 for replacement of the Pool, Wader and Spa Chemical Controllers, subject to evaluating 3G versus 4G versus on-line.

The motion carried unanimously.

IX. CORRESPONDENCE

Correspondence was received and filed.

X. NEXT MEETING

The next Regular Open Session meeting is scheduled for Tuesday, September 20, 2016 at 7:30 PM.

XI. ADJOURNMENT

The meeting was adjourned at 9:06 p.m.

Signature

Date