

The Reserve on the Eagle River
Board Meeting Minutes
Monday, January 16, 2017, at 6:30 PM
The Reserve Clubhouse

BOARD MEMBERS PRESENT: Susan Ferrari, Deb Forsline, Jess Frieze, Linda Guerrette, Marilee Horan and Brian Woodell

NOT PRESENT: Andrew Abraham

ALSO PRESENT: Dan McNeill, Managing Agent, Chris Dudar, Garage Feasibility Committee Chairperson and Sara Thurston McNeill, Secretary to the Meeting

HOMEOWNERS PRESENT: Matt Dabrant (Unit J-201)

I. Roll Call. With six of seven Board members present, a quorum was established. Deb Forsline, President, called the meeting to order shortly after 6:30PM.

II. Review and Approval of the Minutes of the October 17, 2016, Board of Directors Meeting. These minutes were drafted and circulated to all Board members for review and comment via email prior to the meeting. There being no further suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE OCTOBER 17, 2016, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was seconded and approved unanimously.

III. Election of Officers. The following Directors were elected to the following positions:

Deb Forsline	President
Brian Woodell	Vice President
Marilee Horan	Treasurer
Andrew Abraham	Secretary

IV. Homeowner Forum. Matt Dabrant addressed the Board and asked how to go about arranging for natural gas service to Building J. He wanted to know when the irrigation system work would be going on near his building; the Board's best guess would be during the month of June 2017. Matt will contact Black Hills Energy to get the cost to run a gas line to his building, and then management can contact the other owners in Building J to see if anyone else is interested in sharing the cost of the hook up. It was duly noted that the association will not be responsible for any part of the cost of the line installation or the future maintenance of it. The gas line installation should be scheduled PRIOR to the irrigation system work so as not to disrupt the progress of this large-scale capital project.

- V. 2016 Preliminary Year-End Financial Review. Kay Cheney, bookkeeper for the association, prepared the preliminary 2016 year-end financial reports (as of December 31, 2016) and Dan McNeill presented them to the Board.

According to the Balance Sheet, the association ended the year with \$110,468.71 in the regular checking account and \$116,696.08 in the liquid asset replacement account. Total assets, liabilities and equity total \$285,689.06, including \$22,692.30 in prepaid insurance premiums and \$136,331.14 in reserves. There are currently two owners who are significantly in arrears; management is sending demand letters.

The Profit and Loss Statement reveals that the association had total operating expenses of \$416,707 in 2016, compared to budgeted expenses of \$432,913. Net income is \$17,162. Savings were garnered in the Lawn Care & Landscaping, Common Repair & Maintenance and Snow Removal categories.

The 2016 beginning balance in the Replacement Reserve Account was \$107,305.28. Funding totaled \$76,322.50 from regular assessments and \$25,786.87 was added from the Irrigation Special Assessment. 2016 capital included \$13,513 to Guerrero's Roofing, \$2235, \$13,224 for new asphalt sidewalks, \$12,741 for gutter additions, \$127,361 for the first phase of the irrigation system replacement project, \$3356 for lighting upgrades, \$2235 for alarm panel work, \$8414 for the governing documents revision project, \$4080 for sealing of the concrete surfaces on the bridge, \$3200 for the professional reserve study, \$1489 for the new Knox Box, \$114 for tree removal, \$10,718 for the replacement of deck support posts.. The ending balance in the Replacement Reserve Account is \$136,331.14.

Dan noted that there is an additional \$68,650.33 in working capital reserves.

There was a MOTION: TO APPROVE THE PRELIMINARY 2016 YEAR-END FINANCIAL REPORTS. The motion was duly seconded and carried unanimously.

- VI. Manager's Report. Dan reported that snowfall amounts in January are much higher than average so far. The association will therefore be incurring some higher than budgeted costs for snow shoveling.

Jennie Lewis prepared and distributed the code violations spreadsheet. Getting all vehicles in the back lot to move regularly during snowstorms has been a challenge. There was a request to have the plow trucks move the snow piles further away from the lots to maintain as many parking spots as possible.

Andrew Abraham sent a suggestion for consideration by the Board: hire an architect to map out the various areas of the parking lots, such as assigned passenger vehicle spots, trailer parking, trailer storage, etc. The Board discussed

this idea and there was consensus that an architect was not needed at this point. The Board will work with management on the parking plan, related striping and signage in the spring.

- VII. Committee Reports. Kerry Wallace drafted and distributed a comprehensive set of Parking Rules & Regulations for the Board’s review prior to the meeting. Jess reviewed her document in detail for compliance with the parking rules that the Board adopted in 2016. He had some proposed changes to Kerry’s document. The Board will review Jess’ suggestions, and the Board will vote on the attorney-drafted Parking Rules & Regulations at the February Board Meeting.

The Board discussed the timing of the presentation of the Amended & Restated Declaration to all homeowners. The Board hopes to have the document and ballot out to all owners by the end of April. A Special Membership Meeting to discuss the A&R Declaration and its approval will be scheduled in May. Once 67% of the membership approves the document, it will be sent to all first mortgage holders for a 60-day review period.

Chris Dudar presented the Board with a first draft of survey to be sent to all homeowners to gauge interest in the construction of garages at The Reserve. The Board reviewed the survey with Chris and gave him some modifications. Once it is finalized, it will be sent to all homeowners. Management will use either Survey Monkey or email for distribution.

The Board discussed some of the ramifications of this proposed project with Chris and management. As presently proposed, the garages will not have any electrical service or heat, and must primarily be used for vehicle parking. Construction will require the conversion of common area into a limited common element that is associated with a residential unit. The A&R Declaration must therefore provide for this. Chris conferred with Rick Agett (of Agett Construction Management), that a new, “no frills” garage should cost about \$200 per square foot to construct, not including any architectural plans, permitting or “dirt work” to prepare the construction sites.

- VII. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 8:10PM.

Respectfully submitted,

Secretary to the Meeting