

The Reserve on the Eagle River
Board Meeting Minutes
Monday, May 16, 2016, at 3:30 PM
The Reserve Clubhouse

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

ALSO PRESENT: Dan McNeill, Managing Agent, Dave Probst of Pristine Landscapes, Bryan Bellows of Vail Landscaping, Michael Arat of Eco Irrigation and Sara Thurston McNeill, Secretary to the Meeting

HOMEOWNERS PRESENT: Brian Forsline (Unit G-201)

I. Roll Call. With all six Board members present, a quorum was established. It was duly noted that Scott Ashburn resigned from the Board via telephone on May 11, 2016, due to the fact that his home at The Reserve is under contract and scheduled to close on May 17th. The Board and management extended sincere thanks Scott for his dedicated service to all homeowners at The Reserve as a Director for the last three-and-a-half years.

II. Irrigation System Replacement Contractor Interviews. The Board interviewed the three top candidates for the Irrigation System Replacement Project. Once the interviews were complete, each Board member weighed in with their opinions about the contractors. After discussion, there was a MOTION: TO CONTACT ECO IRRIGATION TO DETERMINE IF THEY COULD REDUCE THEIR PROPOSED PRICE BY APPROXIMATELY 7% WHILE MAINTAINING THE SAME COVERAGE INDICATED IN THE GRAND JUNCTION PIPE AND SUPPLY PLAN. The motion was duly seconded and carried unanimously.

Management was directed to contact the other two candidates to thank them for their presentations and let them know that final decision will be made next week.

III. Review and Approval of the Minutes of the April 18, 2016, Board of Directors Meeting. These minutes were drafted and circulated to all Board members for review via email prior to the meeting. There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE APRIL 18 2016, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was seconded and carried unanimously.

IV. Homeowner Forum. An email was received from Lauren Immel prior to the meeting asking about the status of the proposed, revised Conflicts of Interest Policy. Although the Board approved this Policy (subject to one correction) at the March 2016 Board Meeting, it needs to be signed into effect. All Board members signed the Policy and it will be posted to the website with notification to all owners.

V. Financial Review. Kay Cheney, bookkeeper for the association, prepared the current financial reports (as of April 30, 2016) and Dan McNeill presented them to the Board.

According to the Balance Sheet, the association currently \$74,406.76 in the regular checking account and \$138,008.04 in the liquid asset replacement account. There is currently \$501 in the Peter Lord Memorial Bench Fund. Accounts Receivable as of May 6, 2016, is <-2775.61>.

The Profit and Loss Statement reveals that the association has operating expenses of \$131,611 for the first four months of the year. This compares with budgeted expenses of \$142,580. Most line items are tracking at or under budget at this point in the year. Net Income is \$12,286.03.

The 2016 beginning balance in the Replacement Reserve Account was \$107,305.28. Funding totals \$25,440 (through April 30, 2016) and 2016 capital expenses total \$25,029.85 and include \$13,513 to Guerrero's Roofing, \$2234.70 for smoke detector replacement, \$1193.76 for the new Knox Box, \$3015.57 to Goodman Wallace for work on the Governing Documents Revision Project and \$3520 for the irrigation system design. The ending balance in the Replacement Reserve Account is \$108,889.19.

VI. Manager's Report. Management compiled the 2016 Projects List during the Spring Walk Through held last month, and Dan has prioritized several items. The sharp metal garden edging around several beds has been removed and disposed of. All common area windows have been cleaned and the Clubhouse has been "spring cleaned." There was a request for greater attention to detail in the bi-weekly cleaning of the common hallways, including the wiping down of all doors and baseboards. Dan reported that a kitchen drain backed up over the weekend in Building D, requiring a response from PSI on a Sunday.

Dan will be meeting on site with the carpenter tomorrow to go over the condition of the siding, trim and deck posts on Buildings D, G and N. Dan recommended that during the painting of these buildings, three points of inspection should occur: after prep (cleaning and caulking), after the primer is applied and after the second coat of paint is applied.

Dan presented three proposals for concrete walkway replacement for Buildings G, H, K and N. After review and discussion, there was a MOTION: TO AWARD THE CONTRACT TO DOUBLE M ASPHALT FOR A ANTICIPATED COST OF \$11,900. The motion was seconded and approved unanimously.

Management met on site last week with the civil engineer during the inspection of the bridge. His report indicates that the bridge is currently in good shape. The concrete surface should be sealed this year with the “Salt Guard” product. This project is planned and is estimated to cost about \$3000 in materials, plus the labor to apply it.

Management distributed the updated Code Enforcement Spreadsheet (April 4—28, 2016). 40 violations (mostly related to parking) were recorded. One fine was levied. The Board requested greater consistency with the enforcement of parking regulations. The parking areas behind the berms are easily accessed by unauthorized users for vehicle, RV and trailer storage. There was a suggestion to employ a third-party contractor for booting and towing (whereby taking this task out of the hand of management), and another suggestion to begin charging owners an annual fee for “extra” vehicle storage. There was consensus to table any action on this subject until further discussion at the June Board Meeting.

Management is still seeking a resident who can perform the daily duties of opening and closing the pool. The 2016 “plan” may need to include several residents for these duties since it is difficult to be able to get someone who is available EVERY morning and evening during the summer months.

Rick Agett delivered a final DRAFT of the Reserve Study and Capital Spending Spreadsheet to management yesterday and Dan brought copies to the meeting. Since the Board members were unable to thoroughly review it prior to the meeting, he deferred detailed discussion about the reports until the June Board Meeting. He did indicate that capital projects planned for the coming months include the Irrigation System Replacement Project, the Concrete Walkway Replacement at Buildings G, H, K and N, exterior lighting ballast and post replacement, landscaping upgrades to the entry area of the complex, bridge sealant work, water meter pit work, gutters/downspouts/ heat tape additions on Buildings D, G and N, the Governing Documents Revision Project and deck support post replacement. The Reserve Study targets \$179,250 in capital expenses for 2016.

Dan also noted that the Capital Spending Plan calls for annual increases in the reserve contribution of 10% annually, beginning in 2018. For example, if the 2017 contribution is \$108,000, an additional 10% would add \$10,800 more in 2018. This averages out to \$6.87 per month per unit.

VII. Committee Reports. Deb Forsline reported that the Governing Documents Revision Committee will be reviewing Article 4 (Restrictions) of the proposed Amended and Restated Declaration in June during a work session with legal counsel. Dan commented that Deb has been doing a very thorough job of reviewing all invoices from legal counsel to ensure that the association is not paying any fees for work already included in the contract with Goodman—Wallace.

VIII. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 7:15PM.

Respectfully submitted,

Secretary to the Meeting