

**THE PONDS AT BLUE RIVER HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 16, 2022 at 4:00 pm**

I. CALL TO ORDER

Jay Pansing called the meeting to order at 4:02 pm.

Board members in attendance via Zoom were:

Jay Pansing
Bruce Hill
Kelly Powers
Matt Steen
Paul Wardlaw

A quorum was present.

Representing Summit Resort Group were Deb Borel.

II. OWNER FORUM

Owners Chris Holly and Anita McSwain. Anita will speak to the Berm under Old Business. Notice was posted on the website.

III. ELECTION OF DIRECTORS

- A. Bruce made a motion that the board member positions are as follows:
- a. Jay – President
 - b. Paul – Vice President
 - c. Bruce – Secretary / Treasurer
 - d. Matt – Member
 - e. Kelly - Member

Paul seconded, and the motion carried.

IV. APPROVE PREVIOUS MEETING MINUTES

Paul made a motion to approve the minutes of the August 20, 2022 Board Meeting as presented. Kelly seconded, and the motion carried.

V. FINANCIALS

The financial report was presented as follows:

July 31, 2022 close balance sheet reports \$27,504.35 in Operating, \$253,115.55 in liquid reserves and \$201,090.15 in CD's.

July 2022 close P & L vs budget reports that the Association is \$8,511.09 under budget in operating expenses.

Major areas of variance include:

- Management Fees - \$3,345 over budget
- Insurance - \$4,245.85 over budget
- Water and Sewer - \$1,454.7 over budget
- Cable - \$1,062.79 over budget

- Trash Removal - \$1,335.04 over budget
- Snow Removal - \$7,015.10 under budget
- Electric - \$2,802.28 under budget
- General Building Maintenance – \$14,400.00 over budget
- Plumbing and Heating - \$2,002.00 under budget
- Grounds and Parking - \$19,027.91 under budget
- Roof Snow Removal - \$1,600 under budget

All Reserve contributions have been made this fiscal year.

The HOA will not have a large operating surplus as in past years. Bruce recommends not transferring the operating surplus into reserves at the fiscal year end close. This decision will be made next meeting.

VI. BOARD MOTIONS VIA EMAIL

There have been no actions taken via email since the last board meeting.

VII. MANAGING AGENTS REPORT

The following Manager's Report was given:

Completed / Pending / Report Items

- Sent Post Annual Meeting Mailer to Owners
- Gutters cleaned out as necessary
- I am working with Greenscapes to collect all invoices before the end of the fiscal year.

VIII. OLD BUSINESS

A. Robin Berm Update – Kelly reported on the summary email that he sent to the board prior to the meeting. The email summary is as follows:

Timeline:

- July 2021-- A dozen or so residents on Robin Drive sent a letter to Ponds Board requesting consideration to improve the Berm on west side.
- August 2021-- At Annual Meeting, Board requests formation of a Berm Landscape Committee headed up by Anita McSwain
- August 2021-- Committee formed. Mark Stratton from Board to act as committee liaison. Complete inventory of landscape and irrigation situation completed.
- Sept. 2021-- Shane receives the initial estimate from Greenscapes (attached as Estimate 2738) which does not include any trees, shrubs, etc.
- Oct. 2021- Board agrees with Committee recommendations:
 - hiring a Landscape architect to create landscape design
 - break project into two phases-- one for the area to the left of the fire truck turn around to the end of Robin on that side and waiting on the other to the right of the turnaround, over to the

trash building, because extensive landscaping will be put in on the new development on this side.

- Greenscapes initial quote was considered excessive. Committee goal is more modest with keeping things more natural, fixing some of the irrigation, adding one more irrigation line, planting a few trees and volunteers for wildflowers. No intent to make it all grass with full irrigation.
- Fall 2021- Committee coordinates removal of dead growth the dead growth (including 4 dead trees, 2 rotten stumps and a failing shrub) and the weeds and trash cleared. Planted 59 clumps of wildflowers; many have survived and flourished. Transplanted one small spruce and two golden currants which have grown and are doing well
- Nov. 2021-- Mark and committee meet with contracted landscape architect-- Jamie McCluskey of macDesign.
- Dec. 2021-- Contract with Jamie McCluskey of macDesign finalized
- May 2022-- Snow melted. Landscape Architect submits initial design for phase 1 for Committee/Board review
- May 2022-- Kelly Powers asked to act as Board Liaison to Committee with Mark Stratton leaving
- June 2022-- Jay submits Grant Request to Eagles Nest HOA. Grant approved for \$3,500
- June 2022-- Board discusses potential budget and indicates Berm Landscape costs may be funded from Reserves
- July 2022-- Revised design for Phase 1 based on Committee/Board feedback received.
- July 2022-- Got drip line working in phase 1 area
- July 2022-- Several meetings between Committee/Kelly/Jamie to assess needs and understand design and staging of effort
- August 2022-- new Bid from Greenscapes (attached as Estimate 2810) received prior to Annual Meeting (est. cost 68K)
- Sept 2022-- met with Jamie and Tim from Greenscapes to discuss options to lower costs

Design goal/outcome of Berm Committee/Design Architect

- add additional water so that a natural “mountain side” look could continue just without the bare spots.
- add a few additional trees and shrubs with grasses and wildflowers.
- ensure embankment designed to prevent soil erosion
- want it to be sustainable with minimal maintenance.

Comments on estimate:

- original estimate (40.8K) did not include plantings and cost of planting that are in revised (68K)
- Tim commented that major difference in estimates is cost of labor (up 30%)

How we can reduce costs:(based on conversations last week with Tim and Jamie)

Revised estimate: \$68,016.50

- reduce amount of topsoil by utilizing existing nature growth areas (including delivery and spreading cost) less \$11,500.00
- volunteers assist with rock/stone removal prior to Skid steer rototiller less \$1,000.00
- reduce amount of plantings and utilize smaller tree height (1/3 less) less \$4,000.00
- reduce planting cost (1/3 less) less \$4,000.00
- reduce number of boulders installed (mainly placed in fire zone to prevent snow removal dumping) less \$1,500.00
- postpone hydro-seeding by doing hand-seeding year 1 then evaluate less \$2,000.00

Total savings \$20,000.00

- Grant funds received from Eagle's Nest HOA \$3,500.00

Estimated new cost: \$44,516.50

Anita stated that the irrigation line is working but there are some leaks in the line. She is requesting another spray irrigation line be added. There appears to be an abandoned line and she requests that the lines be traced. Her husband has been trying to trace the line without success.

Jay asked for board feedback regarding the cost and where the money would come from. Kelly has asked for a budget number.

Anita said that part of the berm needs to be tilled (parts that are hard and dry) and topsoil added. She asked for a budget number. Paul asked if there was a savings to till only part of it. He also asked what the budget number would be.

Bruce stated, as treasurer, that there is not \$68,000 or even \$44,000 in the budget to spend without a special assessment. He reminded the board that the siloam stone needs to be replaced with asphalt on the Robin side as well. Those projects added together will cost between \$80K and \$100K, which is not in the reserve plan. In addition, the roofs need to be replaced in 2030 and 2031 and spending additional money now will result in a larger assessment when the time comes to replace the roofs. He does not want to tap into reserves for the Robin projects. Bruce does not want to put a budget number on the project, but Jay would like to. Jay suggested \$20K for the project.

The board agreed and the budget number is set at \$20K.

IX. NEW BUSINESS

- A. Conflict of Interest Acknowledgement – The board was asked to read the Conflict of Interest Policy and send a signed acknowledgement indicating they understand and agree to the content in the policy.
- B. Snow Removal 2022-2023 – Bruce made a motion to approve EJ's Snow Removal to plow for the 2022-23 season. Kelly seconded, and the motion carried.
- C. Additional Signage – Bruce recommended placement of three additional signs. He will work with Deb and Shane for what the signs should say and where they should be placed.
- D. Policy Final Approval and Signatures – The board unanimously approved the final policies and Jay will sign and get them back to Deb.
- E. Bug Guard – An owner wants to place a bug guard on their water heater vent. Shane will ask George from Premier for his opinion. If he agrees that the bug guard will work and not lessen the efficiency of the water heater, then the board will approve the installation, at the cost and maintenance of the owner.
- F. Insurance – the board asked if SRG had an update on the insurance. It is too early to discuss insurance, but SRG and Farmer's will provide an update when one is available.

X. NEXT MEETING

The next Board of Directors meeting will be held on Friday, October 21, 2022 at 4:00 pm via Zoom.

XI. ADJORNMENT

At 4:51 pm, Bruce made a motion to adjourn. Kelly seconded, and the motion carried.

Approved by:

Date: