

Terrace Homeowners Association, Inc.

Board of Directors Meeting

January 31, 2017

A meeting of the Terrace Association (B) Board of Directors was held on Tuesday, January 31, 2017 at 6 p.m. in the Eagle Public Library.

1. **Call to Order**. The meeting was called to order at 6:01 p.m. Directors in attendance were Michael Dunlevie, Mary Kerst, Jane Tully, Matt Hayden, Andrea Messier, Scott Schreiner, Ken Nager, Cristian Basso, Mike Vaughn, and Deb Jordan. Also in attendance were Jeff Smith, Hindman Sanchez; Gary Hill, owner ; and Bill Douglas, owner. Eileen Jacobs of Mountain Caretaker was also present.
2. **Approval of Minutes**. There was no quorum at the previously scheduled meeting on November 29th, so the most recent draft of minutes from the October 25, 2016 meeting were included in the packet and reviewed. Upon motion duly made by Scott Schreiner, and seconded, the minutes from the October 25, 2016 meeting were approved unanimously.
3. **Financial Report**. Scott Schreiner reviewed the preliminary financial statements as of 12/31/2016, noting he is waiting on a few final bills for 2016. Final statements will be issued after year-end adjustments are made. There were no questions on the preliminary statements.
4. **Committee Reports**. East Entrance. Michael recapped the past few years of work on creating an entrance to the Terrace at the East Entrance. Bids were received for sandstone slabs and wood sign proposals were received, but the Board was not impressed with the design. During the last discussion, the Board decided they wanted boulders. Gallegos has large boulders and will do the sandblasting of letters, too. Gary Hill and Mike Vaughn proposed moving this project forward by getting a boulder, having it sandblasted and placed at the East Entrance. Landscaping can be done after the boulder is set. The estimated costs are \$2500 for the boulder, \$1000 for name sandblasting, and another \$2500 for placement. Get the boulder, put a name on it and then landscape around it. The landscaping could be done after the boulder has been placed. Gary will have the boulders marked and Board members can go take a look and weigh in.

Upon motion duly made by Deb Jordan, and seconded, the Board unanimously approved purchasing a boulder, sandblasting and placement by March 1st for an amount not to exceed \$6,000 contingent upon a 2-week comment period for the other Board members to look at the boulders. If a majority of the Board disapprove of the boulder choices, the matter will come back to the Board.

5. **Establish 2017 Meeting Date**. Some current directors have a conflict with the current Tuesday night day and a new date would allow them to continue to participate. Michael called for a motion to move the meeting date to either Monday or Wednesday. Upon motion duly made by

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Jane Tully, and seconded it was proposed to move to the meeting to the last Wednesday of every other month. Discussion ensued. Some directors stated they had a conflict. Jane amended the Motion to the last Thursday of every other month and the Board unanimously approved this change. The next regular meeting of the Board will be held on Thursday, March 30, 2017.

6. **Set Vote for Board of Directors and Annual Meeting.** Last year voting was done electronically with higher participation as a result. A suggestion was made to have the annual meeting during the voting period so owners could come and meet candidates if they wish. There will be a call for nominations, followed by a statement of qualifications to each Nominee (optional), followed by a 2-week voting period.

Upon motion duly made and seconded, the Board unanimously approved an annual meeting date of May 11, 2017. Nominations will be started in April to allow for the 2-week voting period to encompass the annual meeting date.

7. **Covenant Officer Position.** The current Covenant Enforcement Officer, Jeff Campbell, has resigned effective 12/31/2016. Mountain Caretaker has been performing these duties in the interim. In the process Eileen noted that the web-based software is not being utilized properly and to its fullest potential. It was noted that the prior CEO position has paid \$700 per month for the past 10-15 years and that amount is in the budget. Scott Schreiner proposed this be compensated on an hourly basis. Management's experience from other properties is that it is difficult/impossible to hire this out hourly. Management has proposed performing these duties through the end of March to better understand the process and software so that management can then train a new CEO if the Board decides to go in that direction. Michael asked if the Board wanted to put out a proposal for covenant enforcement or allow management to do it for 3 months and then management will make a recommendation as to how to proceed. He also asked if the Board would approve the current monthly budgeted amount of \$700 per month for covenant enforcement or preferred hourly. Upon motion duly made and seconded, the Board unanimously approved Mountain Caretaker performing covenant enforcement through the end of March at the current monthly amount of \$700 per month. Management will make its recommendation for future covenant enforcement at the March 30th meeting of the Board. Scott Schreiner asked that the management contract be modified accordingly.
8. **Path Use Agreement License.** 132 Ringneck has request reimbursement for legal fees incurred in executing and recording a License Agreement with the Terrace for the encroachment of the Terrace bike path on her lot. She gave a brief history of the process and it was noted that the Board did approve the Path Use License Agreement.

Upon motion duly made by Scott Schreiner, and seconded, the Board unanimously approved going into Executive Session to discuss the matter. Jane Tully, owner of 132 Ringneck, Bill

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Douglas and Gary Hill left the room.

The Board came out of Executive Session at 7:14 p.m. by unanimous vote.

Upon motion duly made by Matt Hayden, and seconded, the Board approved reimbursing Jane Tully of 132 Ringneck for legal fees associated with the Terrace bike path encroachment on her lot by a majority vote of nine in favor and Jane Tully abstaining due to a conflict of interest.

9. **Old Business.** Mike Vaughn took notes at last week's gathering which he will put in email format and send out to all directors.

10. **New Business.** Andrea Messier would like to understand the responsible party for the water drainage onto her lot. She believes much of the water is coming from the bike path. Michael recollected that there may have been a ditch that has filled in. It was suggested that the Town be asked what requirements were at the time of bike path construction and if there is a requirement by either the HOA or Town to maintain the ditch. Michael will talk to the Town about this. Bill Douglas noted that the drainage behind his lot was one of the more crucial areas in the Terrace. Cristian recalled suggesting a drainage study all along the bike path. It was agreed to go to Town first. If the Town is not helpful then the Board may have to consider hiring a Civil Engineer to evaluate and make recommendations.

Ken Nager asked the rest of the Board about limiting the Board size to 5-7 members rather than the current 11 and also about staggering terms from 1-3 years with the goal of three year terms in the future. The Board approved consulting with Hindman Sanchez as to what it would take to amend the Bylaws to reduce the number of directors and/or stagger terms.

Ken Nager noted that the County is investing money in neighborhoods. Ken will get a copy of the information and email it to the rest of the Board to determine if there are any opportunities for the Terrace.

11. **Member Open Comment.** No comments were offered by the members.

12. **Appeal by Scott Schreiner, 322 Golden Eagle, of DCC Denial.** Scott Schreiner has appealed the DCC's denial of his storing his trailer with a canoe for the winter season. Traditionally, the Board has granted a variance for storage of RV's and summer/winter toys "in season" to accommodate owners desires to be allowed to keep their recreational vehicles close by during the season they are in use. Scott was invited to present his appeal to the Board, but Scott deferred to the written appeal he had sent to the Board prior to the meeting.

Michael Dunlevie asked if there were any questions of Scott before he was excused from the

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meeting. Cristian asked for clarification of Scott's appeal to confirm his understanding it argued waiver of Declaration provisions and Scott read from his appeal in answer to Christian.

Upon motion duly made and seconded, the Board unanimously approved going into Executive Session at 7:47 p.m. to discuss this legal matter relating to Scott Schreiner's appeal of his citation. Scott Schreiner, Bill Douglas and Gary Hill left the meeting.

The Board came out of Executive Session by unanimous vote at 7:58 p.m. Upon motion duly made and seconded, the Board unanimously denied the appeal and approved having legal counsel render its opinion in writing.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

By: _____
Eileen Jacobs