

Terrace Homeowners Association (B)

Board of Directors Meeting

March 31, 2015

A meeting of the Terrace Homeowners Association Board of Directors was held on Tuesday, March 31, 2015 at 6:30 p.m. in the offices of Mountain Caretaker, Inc. Bill Douglas, president, called the meeting to order at 6:32 p.m.

1. **Roll Call/Establish Quorum.** Directors in attendance included Bill Douglas, Mary Kerst, Jane Tully, Cristian Basso, Deb Jordan, Michael Dunlevie, Scott Schreiner and Ken Nager. Steve Lay was absent. Also in attendance was Murray Bain of Summit HOA Consulting Services, Jeff Campbell, Code Compliance Officer, and R.G. and Eileen Jacobs of Mountain Caretaker, Inc. A quorum was established for the purpose of conducting business.
2. **Introduction of Murray Bain, HOA Summit Services.** At the last meeting the Board approved hiring a consultant to help educate and guide the Board and homeowners in anticipation of rewriting the Declaration in the near future. Murray Bain of HOA Summit Services was introduced to the Board.
3. **Member Open Comment.** Mary Kerst commented that an owner that has applied for a landscape change has had a debilitating accident and may need more time to complete the improvements. The owner should email the DCC for an extension, if needed. No other owners were present for comment.
4. **Approval of Minutes.** A correction to the minutes was noted in that the delinquent account/lot was purchased by an entity at the Public Trustees sale, but foreclosure has not yet commenced. It was suggested the HOA commence foreclosure to prompt the holder of the lien to begin its foreclosure and move the matter forward. The minutes were approved unanimously with the above-noted correction.
5. **Management Report.**
 - a. **Tot Lot Fence.** Upon motion duly made and seconded, the Board directed management to have the wire mesh fence along the street side of the fence removed as it has deteriorated and is not needed.
 - b. **Bike Path Drainage.** Cristian Basso made a motion to get proposals from three Storm Water Management professionals to evaluate the drainage in the Terrace. During discussion it was noted that the retention ponds are the responsibility of the Town of Eagle and any work must be done with their input and approval. A vote was called for and the motion failed by a vote of 2 in favor and 4 opposed (Ken Nager left the meeting prior to the vote). The motion was defeated.

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- c. **Crosswalk.** Mary Kerst has contacted the Town regarding the feasibility of putting in a crosswalk from the park. She will follow up to get a response.
- d. **Snow Removal/Fire Hydrants.** This is typically owner responsibility per the Town, however in last winter's huge snow year, the Fire Department did come out and clear the hydrants. This is rarely a problem in the Terrace.

Additionally, there was a question as to what it would cost an owner to have the driveway plowed as part of the HOA contract. The contractor said it would be \$400 to \$500 per season.

6. **Financial Report.** Scott Schreiner, Treasurer, reviewed the financial statements as of 2/28/2015. There were no questions on the statements. The large credit balance on one account was noted and it was suggested the Board adopt a policy of returning double payments. A motion was made that anytime a double payment is received the second payment is returned to the owner rather than applied as a credit. The motion did not receive a second.
7. **DCC Report.** Jeff Campbell, Code Compliance Officer, updated the Board with his activities over the past few months. Michael Dunlevie asked that a date be set to walk the Terrace with Jeff to note the level of compliance the Board wishes to uphold to provide him with clearer direction on enforcement. Discussion ensued as to the enforceability of the governing documents as currently written and the need for the Board to come together to achieve consensus and begin the process of rewriting the Declaration.

Jeff will review the Enforcement Policy which will be referenced in proceeding with enforcement of some items that have remained uncorrected.

8. **Unfinished Business.**
 - a. Entrance Sign. Tabled.
 - b. Election of Directors. Management will get the nominations out to owners no later than April 10th. Owners will have until April 24th to make nominations. Management will then send out acceptance of nomination/statement of qualification letters to all nominees. Once the slate of nominees is confirmed, a meet and greet will be held and then an electronic and mail in election held.
9. **New Business.**
 - a. Summer Barbecue. A committee chairperson for this event will be sought. If one is identified, this event will be on the next meeting agenda.
 - b. Garage Sale/Clean up Day. The Terrace garage sale will be held on April 25th, in conjunction with the Town of Eagle's clean up day. A dumpster will be available behind

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the movie theatre in Eagle Ranch.

10. Adjournment. There being no further business to come before the Board, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

By: _____
Eileen Jacobs