

MOUNTAIN SHADOWS HOA BOARD MEETING MINUTES

Date/Time: December 4, 2019/10:00 am – 12:00 noon

Location: Garden Valley District Library Conference Room

Meeting called by: Alan Seeger

Board Members present:

Don Thompson, President

Alan Seeger, Vice-President

Ellen Bush, Secretary

Cherry VanCour, Treasurer

Thor Oden, Director

HOA Members present: Darryl Denny, Cindy Thompson

Meeting Called to Order at 10:13 am by Alan Seeger.

Approval of 10/2/19 Minutes

Approval of Agenda: Don Thompson moved to approve; Cherry VanCour seconded. Unanimous vote.

NEW BUSINESS: (10:15-10:45)

1. (Alan) Holiday Open House:

Alan stated that a few RSVPs have come in for the Holiday Open House scheduled for December 14, 2019 1:00-4:00 at Alan's home. Invitation will be sent out again to the members as a reminder.

2. (Ellen) Phase 4 update:

Ellen stated that the Board received an email from attorney Steve Milleman with documents regarding Phase 4 sent from MSD attorney Gregory Byron. Attorney Steve Milleman has been asked to review the documents. Members of the Phase 4 Committee have submitted initial analysis. The correspondence notes that MSD does not find it beneficial to communicate further, especially regarding water for Phase 4. HOA response will be crafted with input from attorney Steven Milleman and Phase 4 Committee.

3. (Cherry) Close out the four 2019 Annual Jobs and Open/Approve four 2020 Annual Jobs:

Cherry explained there are 4 Annual Jobs that follow the calendar year. The 4 Jobs are:

- A2019-\$100 PreApproved Acct: This job is to allow Members who work on the water system to purchase relays and other type of low dollar components that are often used in repairs, without having to go through the approval process. The Board periodically reviews how the \$100 is being used and as the \$100 is used, update approvals to bring the amount back to \$100.

- A2019-Additional Water Sys Activities: This job is intended to capture any minor non-preventative maintenance, non-job specific water system related activities and a repository to identify when red lights are reported and the resolution if a job isn't opened for the issue (i.e. a reset, etc.).
- A2019 Meter Reading: This job is to document when meter readings occur and the totals, and record time spent reading meters.
- A2019 PM: This job is to track and document all Preventative Maintenance work, cost and time.

Cherry would like to close out the 2019 Jobs with an end date of 12/31/19 and open the 2020 jobs with a begin date of 1/1/2020 and an end date of 12/31/2020.

Ellen Bush moved to approve; Thor Oden seconded. Unanimous vote.

Cherry further noted there are two seasonal Jobs:

- R2019/2020 Snow Removal.
- R2019-2020 Road Maintenance.

Cherry explained the 2 Road jobs follow the fiscal year (July 1 through June 30). Cherry opened the 2 Road jobs, that include the budgeted amount, so these high dollar amounts will be included within the 'MSHOA Approved Amt vs Actual by Job' report. Including these two Road jobs are important since this report is often utilized when the Board evaluates the cost of jobs.

OLD BUSINESS: (10:45-12:30)

4. (Cherry) Financial Report:

- a. Cherry presented the Financial Report which shows financial activity since July 1, 2019. Ellen asked for help in making connections between activity report and ongoing repair approvals. Cherry noted that Budget Overview report will show the answer.
- b. Cherry presented a Fiscal Year High Level Financial Snap Shot as of 12/04/19. Cherry noted there is still \$4500 in the road account from the special assessment for the roads collected several years ago.
- c. Cherry presented the Budget overview report. Ellen noted this report helps connect with ongoing approvals for repairs.
- d. Cherry presented the Balance Sheet report.
- e. Cherry presented the MSHOA Job Status report-4 jobs were closed. Cherry noted the importance of the completion of job A2018-BS3 Generator. This job has been open since 3/26/18. The generators at the Booster Stations are now working and will automatically start if we have a power outage. This means water within our tanks will continue to flow during the power outage yet the tanks will eventually run dry unless there is a generator at the Well Houses.
The Association does not have a generator at the Well Houses. A generator at the Well Houses would continue to pump water from the aquifer and continue to fill the tanks, when there is a power outage.
Purchasing a generator for the Well Houses is very expensive. The water in the tanks will last when there is a short power outage. If there is a long power outage (a couple/few days), the tanks will run out of water and renting a generator for the Well Houses is an option

3 vaults were leaking and repaired. We currently have 2 vaults with leaks. These are slow leaks and it has been determined to fix these leaks in the spring (jobs will remain open until repairs are complete).

- f. Cherry presented the Volunteer Time by Job Detail report. This report shows the amount of volunteer hours reported while working on jobs. 74.5 volunteer labor hours have been reported between our last Board meeting (10/2/19) through this Board meeting (12/4/19). Our volunteers have saved the Association thousands upon thousands of dollars, in just the last 2 months!!

5. (Ellen) Architectural Committee Report:

Ellen reported that the Anglim construction on Lot 68 was approved May 31, 2019. Baker construction on Lot 18 was approved on November 6, 2019.

6. Update on Current Action Items:

a. (Cherry) Vote on Water Policy:

Cherry presented the Draft Water Policy, noting that it had been discussed at the previous Meeting yet there was not a vote to accept it and put it on the website. Discussion continued around the need to include meter readings in the Policy (frequency, schedule).

Ellen Bush moved to approve with addition of sentence: Meter readings will be done each summer with the number of readings to be determined on an annual basis; Thor Oden seconded. Unanimous vote.

b. (Thor) Present proposal for emergency egress to/from Pine Ridge subdivision:

Still in process along with road engineering. Will return to Agenda when complete.

c. (Thor) Road repair report:

Toby never showed after promising. Need to find someone else for next year who does hot patching. Include in February Agenda. (Thor had to leave before the end of the meeting, Thor left meeting).

d. (Cherry) Check with Jim regarding a document that helps homeowners find leaks on their property and to check on the feasibility of sending an email to each homeowner regarding their water usage total after each meter reading:

Cherry received from Jim a document called 'Water Problem?'. This document is a flow chart to help Members isolate and determine if faulty equipment or components are on their property and based on their findings, who to call for assistance. It's a high-level view of what to do to get started with corrective actions.

Cherry moved to approve the document and post on the website. Don Thompson seconded. Unanimous vote.

Cherry stated it is not feasible to send water usage after each meter reading to each homeowner. This would be too labor intensive; however, homeowners can request this information by using "Contact Us" tab on the website.

e. (Alan) Website report:

Alan reported that he is reviewing proposals for updating the “pillars” on the website. Alan seeks input from homeowners. Members can send ideas or volunteer to participate in a meeting to discuss update ideas. Update on process at February meeting. A possible Newsletter, perhaps quarterly, was suggested.

PUBLIC COMMENT:

Darryl Denny stated he is interested in road repair project. He also noted he supports the Water Policy.

MEETING ADJOURNED at 12:30 PM.