

# **FOREST PARK at WILDERNEST**

## **Board of Directors Board Meeting**

### **November 2, 2022**

#### **CALL to ORDER – 5:01 PM**

**ATTENDANCE:** Martin Desmery, Gary Duncan, Robert Rhodes, Richard Greene, Jack Brestal, Greg Cudney and Dustin Gallegos.

**Homeowners in Attendance:** Bill Seamans and Alex Uporin.

#### **APPROVAL OF PREVIOUS BOARD MEETING MINUTES – July 27, 2022**

**MOTION:** Upon motion made by Marty, duly seconded, the minutes are approved as amended.

#### **FINANCIALS**

##### **Income Statement- As of Sept. 30, 2022**

Gary Duncan shared the Income Statement on the ZOOM screen. The financial statements are only figured through September and do not reflect items that were paid in October. He stated that some items may need to be reclassified due to the change to the accounting system the middle of this year. He will work with Josh to make the necessary changes. The focus of the Income statement is on the Year-to Date numbers; specifically, the actual, budgeted and variance columns.

**Reserve income** - Replacement Reserve Dues are allocated from HOA dues. The Reserve Special Assessment is the assessment made earlier this year. The Resale Reserve Contribution is a fee that is charged when someone sells their unit. One unit was sold recently and was to close in October, so that expense will be noted in Octobers financials.

**Reserve Expenses** – Reserve Expenses are showing \$62,000 under budget. Some projects were budgeted for and were not completed, and some projects were completed but the expenses are not reflected yet. For example, the invoice for the parking lot work, of \$22,000 will be paid in October. This is \$10,000 over their bid. The snow fence removal is still in process and should be a less than \$6,000. Roof Maintenance expense is for an annual inspection and recommended repairs and may not be done this year. There hasn't been an emergency to use the Contingency Expense account this year. Nothing has been done regarding the Roof Soffit repairs. This will be discussed later.

#### **PRESIDENTS REPORT**

Marty Desmery welcomed Dustin Gallegos and thanked him for serving on the Board of Directors. Since the last BOD meeting: Sheila Skaggs has taken over CAM of the HOA and together with the PM, Jasmine does a great job, the gas line situation has been corrected and a new snow removal company has been contracted which will save the HOA a lot of money.

#### **MANGEMENT REPORT – Sheila Skaggs and Jasmine**

- Insurance folder on the website has been updated with all necessary certifications.
- Heat tape and snow fence removal is in process.
- New solar light was installed. Marty brought up that it might be a consideration to go with a more expensive solution that would be more cost efficient in the long run when a light needs replaced in the future.
- The parking lot has been patched and repaired for a cost of \$8900. The remainder of the \$22,000 contract will be paid when the project is fully completed in the spring. Apeak Asphalt is aware of this and has it on their schedule.

#### **OLD BUSINESS**

- A Peak Asphalt Repairs – Water main work on Justin Ct is to be deferred until spring because a broken access pipe is to be repaired at the same time.
- Snowplowing – Jasmine does a property drive through twice a week and will monitor that the new snow removal company is providing acceptable service. As well, homeowners' complaints will be an indication of what kind of service they are providing. Marty stressed the importance of communicating any issues.
- Soffit Repair – Turner Morris will do an inspection and give a recommendation as to how to proceed.

#### **NEW BUSINESS**

- **Cable/Internet** – Dustin thanked the BOD for the opportunity to serve. Since he is employed by Comcast, he knows the tools of the trade. It is Dustin's view that the internet speed with the current server is slow. The

contract with Resort Internet expires on 12/31/2023. A discussion was started about trying to get Resort Internet to improve on internet services for the remainder of the contract, while discussing better options for internet after 2023. Sheila will contact Resort Internet to push them on what they can do to improve internet service to keep from losing a customer. Dustin has talked with a Summit Comcast Sales Assoc. who stated the internet would be approximately \$40/unit/mo with speeds of 300 mgs up to 5-600 mgs. The BOD needs to decide what to internet/television services to offer homeowners. It needs consideration that a plan would have to include all owners. With a satellite service, each homeowner would need an individual dish installed and the HOA does not want to go that route. If a homeowner is provided with the service they need they might be deterred from obtaining their own satellite service and having to install a dish.

- **Hot Tub Drainage Rule** – It was noted that draining a hot tub into the sewer would not cause any problems to the sewer.

**MOTION: Upon motion made, duly seconded, the proposal to ban hot tubs being directly drained onto the ground is approved.**

- **New Policies and Procedures to adopt**

- Conduct of Meetings
  - Homeowners must have the opportunity to comment on an issue before it is voted on.
  - An Owners Forum needs to be incorporated into meetings. Owners Forum will be added as an agenda item on the meeting notices.
  - The Notice of Annual Meetings must be conspicuously posted. Sheila will post the meeting notices on the dumpster in a plastic sleeve. Homeowners are emailed meeting notices as well.
- Inspection of Records
  - Inspection of records pertains to instances where decisions are made outside of a meeting, in which case, BOD members' emails can be inspected by homeowners. Sheila recommended that members set up an email account for HOA business separate from their personal account.
- Reserve Study
  - A Reserve study is to be completed every 5 years.
- Collection of Unpaid Assessments
  - New laws have been enacted that outline how unpaid assessments can be collected. Late charges on delinquent assessments will be \$25/mo. Homeowners must be given 18 months to pay a delinquency. RCMCM will follow all the required steps in collecting unpaid assessments in line with current laws.

**MOTION: Upon motion made, duly seconded, and unanimously carried, the adoption of the policies and procedures as drafted by legal counsel with the specific decisions made and agreed upon is approved.**

- **Note to Owners regarding STRs** – A note to Owners will be sent out outlining how to make complaints about Short term rentals. Complaints need to be specific and in written form.
- **Winter Newsletter** – Sheila will draft up a Winter Newsletter to be reviewed.
- **Owner Requests for BOD approval** – Marty would like to point out during meetings, the projects that are done by owners with the BOD's approval to motivate all owners to get approval from the BOD before doing improvements. This would then be included in the minutes.  
For example - Since the last meeting the Board of Directors has approved:
  - ✓ A-Peak Asphalt work
  - ✓ Outdoor light on back stairs of 81C
  - ✓ Hot tub installed at 121E
  - ✓ Security camera installed at 121E
  - ✓ Appointed Dustin to fill vacant board position
  - ✓ Approved new snow removal contract

#### **NEXT MEETING DATE:**

The next Board of Directors Meeting and Budget Review via ZOOM - **TBD**

**ADJOURNMENT RESOLUTION: Upon motion made, duly seconded, and unanimously carried, the meeting adjourned at 6:42 p.m.**