

Indian Camp Ranch Homeowners Association

Meeting Minutes: Board of Directors Meeting

Thursday, April 1, 2021

Blake Residence (Hangar), Indian Camp Ranch

I. Roll Call

Board Members attending: Dick Blake, Warren Lowe, Russ Sweezey, Fred Watson, and Tom Wolf. Others attending: Ranch Foreman Al Heaton and residents Diane Arkenstone, Arlene Blake, Melinda Burdette, Mike Kistler, and Dick Sadler. President Fred Watson called the meeting to order at 3:30 p.m. Melinda volunteered to take minutes for this meeting for Secretary Warren Lowe.

II. Approval of Agenda

Fred distributed the agenda. Tom moved to approve the agenda, Warren seconded the motion, and the motion was approved.

III. Approve Draft Minutes of October 28, 2020 Board Meeting

Fred asked if there were any changes to the draft minutes; none were noted. Russ moved to approve the minutes, Warren seconded the motion, and the minutes were approved.

IV. Treasurer's Report

Russ distributed the 2021 ICRHOA Budget, as of March 31, 2021, and noted that he changed to format to separate the Reserve Fund from the Budget. Income is \$27,000 against a 2021 budget of \$49,200. Expenses are \$2,264 against a 2021 budget of \$50,000. The Reserve Fund closing balance as of March 31, 2021 is \$22,379.

Warren moved to accept the Treasurer's Report, Tom seconded the motion, and the report was accepted.

Fred noted that we are posting the financial statement in the first ninety days of the fiscal year. Russ is now putting any December receipts for next year's dues as income in the new FY budget. A suggestion was made to have Heidi Trainor, the CPA we use, to review our accounting format and propose any improvements.

V. Ranch Maintenance

Fred reported he has been in touch with Dave Waters at D& L. Dave will return this spring to check on his paving work at the front entrances and make any repairs needed. The maintenance is to apply tack oil to the pavement approximately every three years at a cost of approximately \$300.

Al Heaton spent \$10,000 last year to put gravel on half of Mary's Path and Duckfoot Road. According to feedback, it has held up well over the winter. His plan this year is to continue to add gravel incrementally. Al will clean out the culverts with a backhoe. Andrea's rate as his helper is \$20/hour.

VI. Reserve Study Discussion and Resolution for Reserve Funds

Fred reported that he and Russ talked with Melissa, our ICRHOA attorney at Altitude Community Law, about our reserve policy, and she informed us that our policy, established in 2005, was not up-to-date. Russ researched policies of HOAs and found them all to be identical. He adopted word-for-word the language for reserve fund investment and reserve study policies, and drafted for our discussion and approval today the Resolution of the Indian Camp Ranch Homeowners Association Regarding Investment of Reserves Policy and Policy of Indian Camp Ranch Homeowners Association Regarding Reserve Study. These are the same policies we would get from Altitude Community Law, and they would charge us to provide them.

A few minor edits and revisions were noted. Dick moved to accept these policies as revised and edited today, Warren seconded the motion, and the policies were approved.

To conform with the policy, which calls for a Reserve Study to be undertaken, reviewed, and updated periodically, Fred distributed a Reserve Fund Study drafted in January 2021 for the Board to review and discuss today. This study is an assessment of what our HOA reserves can be used for and if the amount of the funds set aside for stated purposes is adequate to cover these expenses.

According to the definition, ICRHOA's reserve fund is an account dedicated to unanticipated and deferred expenditures, particularly large ones, so that cash reserves are available to cover the expense without having to sacrifice day-to-day functions by dipping into the FY operating budget. Reserves are not for the regular maintenance of items like the roads or snow plowing which are included in the annual budget.

Fred noted that our Reserve Fund protects the value of the assets of the Ranch. The Fund cannot be used for new additions or improvements to the community property. These would be funded by a special assessment or the operating budget. The Fund can be used to replace the roads that require more than routine maintenance.

Fred noted that Al Heaton provided an assessment of roads maintenance of \$26,000 per mile. This cost can serve as a benchmark for the Reserves Study that the Board can adopt. He noted that in the event of a weather disaster, such as serious road erosion due to flooding or when outside equipment is needed to clear the roads after a large accumulation of snow, the ideal Reserve balance should be \$50,000. He noted a balance that is at least 70 percent of the anticipated Reserve Fund goal is considered to be strong and viable.

Fred asked each Board member to propose a dollar amount for the Reserve Fund Balance. Four members thought \$40,000 would be appropriate for the stated purpose, and one suggested \$50,000.

Dick moved to accept the Reserve Fund Study with the change that the ideal Reserve Balance should be \$40,000. Warren seconded the motion, and the Reserve Fund Study was approved.

VII Mailbox Refurbish Project Status

Warren reported that he has the new plates. They are white with black lettering, so least likely to fade, and they will only have the address, no names. He plans to finish the project in May.

VIII Security Cameras at Front Entrances

Fred reported that motorcycles have been observed speeding around on our roads, but the trespassers, believed to live in the area, haven't been stopped or identified. There has been a call for security cameras at the front entrances to be installed as a deterrant. Russ suggested that we should post signage at the entrance that indicates "Private Property," "No Trespassing," and "All activities are being recorded." Dick made a motion that Russ purchase a camera for each entrance and signs. Warren seconded the motion, and the recommendation passed. Dick offered to help Russ install the cameras and signs.

IX Adjourn

Warren moved to adjourn the meeting, Tom seconded the motion. The meeting adjourned at 5:00 p.m.

Respectfully submitted,
Melinda Burdette