

Buffalo Creek Homeowners Association

Board Meeting Minutes November 8, 2017

MEETING: A meeting of the Buffalo Creek Homeowners Association was held at the Leeper Center on Wednesday, November 8, 2017. This meeting was moved last month as Dan was leaving on vacation needing the change. Dan Sattler called the Meeting to order at 7:00 pm.

PRESENT: Board Members present: Dan Sattler, Karen Johnson, Leah Selvage and Bryan Lamoreaux. Josh Story and Mike Nothnagel were absent. A Quorum was established.

HOMEOWNERS PRESENT: Jesse Riesterer. Jesse has attended previous Board meetings, and has had outside discussions with Board members. Jesse said he has been thinking about becoming a Board Member to help the HOA and asked President Sattler the process to become a Board Member. After a short discussion Leah made a motion for Jesse to be accepted as a Board Member, Bryan made the second and the Board voted unanimously to approve. Welcome Jesse.

MANAGEMENT REPORTS: Dan had a few questions about the monthly financials and asked about the Budget. Tim pointed out that the interest rate on one of the CD's was low and that Points West had offered a better rate. The Board voted to approve that Tim be empowered to transfer the CD to Points West. A Board Resolution was read and voted upon to approve this process. Karen made the motion, Jesse made the second and the vote passed unanimously. Leah made a motion to approve the Management Reports and Bryan made a second. The vote passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE: Karen showed a copy of the House and Fence list which she started with this past spring and the updated list as of today, saying that almost all have been resolved, with only a few extensions issued till next spring. The Board thanked her for all the hard work. Tim discussed the recent situation where the Town of Wellington Code Enforcement Officer wrote a variance for a Buffalo Creek Homeowner allowing them to keep a boat in the HOA. The Town Code is the same as the HOA code stating no more than 48 contiguous hours and 72 per month. The Homeowner said we could not fine them for the boat exceeding the time limit. Discussions with the Wellington Town Administrator and the Town Code Enforcement Officer (Steve) resulted in the disclosure that Steve told the homeowner that he could write a variance for the Town Code, however the Town cannot supersede the HOA Covenants as those were approved by the Town and Recorded with the County. Steve informed the homeowner that they needed HOA approval on top of the Towns. Steve gave the Buffalo Creek Board a written statement stating this and a copy was forwarded to the Homeowner with a warning of escalating fines if not moved. The Homeowner said they would have the boat/trailer moved and pay the fines to date.

Election of Board Secretary: After discussion Karen made the motion to elect Leah as Board Secretary. Jesse made the second and the vote was unanimous for Leah as Secretary.

DISCUSSION ITEMS: Tim gave an update on the Sidewalk Project. HOA Common Areas represent 7 repairs (\$4,208.00 total cost) and we have 14 homeowners out of the 62 who have confirmed moving forward with repairs so far. Discussion covered the sidewalk repair process. The Board approved additional compensation to Buffalo Creek Management for oversight on the sidewalk project. Hourly billings are to be submitted. Gallegos Sanitation contract has expired and Tim reported that Levi Gallegos has been in contact saying he is going to get us a proposal soon. Dan requested a few changes to Buffalo Creek Management Contract such as; adding Leah Selvage to the Contract as Secretary and wording to the Management Company additional compensation for projects – “to be approved prior to commencement of work”. Contract was approved as corrected. Tim updated the Board that Tree Top will begin tree trimming on December 1st. Larry Ekblad of Just Trees had planned to start planting trees this week but is backed up due to weather. The Board could consider discussions at the Annual Meeting to move tree caliper requirements down to 1 ¾ inch. Christmas decorations by Swingle are set for installation around Thanksgiving. Tim Presented 2 of three bids he is trying to get on the Pump House upgrade. Tim pointed out it looks like we will need to budget about \$40,000.00 for pump and controller. Tim has the payment coupon books ready to go. He will have the 220 booklets mailed the week of November 20th to try and have to homeowners by Dec 1st. We now have about 170 ACH accounts.

2018 Budget: The proposed Budget was discussed. Tim pointed out the mandatory operating costs and the amounts available for additional maintenance and/or discretionary improvements. The pump house improvements have been identified for the past few years as needing to be done, however we have made patches to the system to get a few more years out of what we have. After reviewing bids received in the last few days, Dan requested we adjust the proposed cost up to \$40,000.00. We will move \$30,000.00 from the HOA Reserves to handle the Pump House upgrade. The Reserve account will still meet the State Requirements of \$200,000.00. (A reserve account is a State requirement of HOA’s to set aside funds for major maintenance / repair situations). Bryan suggested setting aside a bit more money for the Website upgrade. With these adjustments, Leah made the motion to approve the 2018 Budget, Jesse made a second and the Board vote was unanimous to approve the 2018 Budget. The Budget will be included in the notice to Homeowners of the Annual Meeting which will be held January 11, 2018.

NEXT BOARD MEETING: Due to conflicts with school programs next month, the Board has agreed to meet at 6:00 pm on December 14, 2017 at the Leeper Center.

EXECUTIVE SESSION: Leah made the motion for the Board to go into Executive Session to discuss confidential and privileged information obtained from legal counsel. Bryan made the second. The vote to go into Executive Session was unanimous. The Board went into Executive Session. At 9:20 Leah made the motion to close the Executive Session and Jesse seconded the motion. The vote passed unanimously. Tim pointed out that no votes and/or decisions were made in the session and that all information shared was confidential.

ADJOURN: Karen made a motion to adjourn the Board Meeting at 9:21 which was seconded by Leah. The vote passed unanimously.