

Grassy Creek Board of Directors Meeting Minutes December 7, 2022 at 10am via Zoom

Present: Mark Humphrey, Toni Haskell, Dan Huber, Walt Oleski, Donnie Wilson
Others Present: Andrea Wilhelm (CPG), Dan Huber Jr.

Establishment of Quorum and Approval of Prior Minutes

Andrea Wilhelm called the meeting to order shortly after 10am and with all Board members present, a quorum was established. The first order of business was the approval of the prior Board minutes from 9/7/22. Dan motioned to approve them as drafted, Donnie seconded and all those present were in favor.

2022 Financial Review and 2023 Budget Approval

Next, Andrea reviewed the 2022 year end forecast as well as the 2023 draft budget. The Association is projected to end 2022 well ahead of budget due to approximately \$50K in DRB Fines and a savings of \$25K in Road Maintenance as the Board elected to defer the annual crack-filling to 2023. Andrea reviewed the balance sheet showing almost \$100K in assets but only \$24K in capital reserves. Presumably the surplus in the operating account has built up over many years and Andrea suggested that the Board could make a resolution to comfortably transfer/designate an additional \$50K to reserves at year end. The 2023 budget reflects minimal changes in expenses but a reduction in Road Maintenance to \$17K to cover crack-filling and an asphalt repair near the Aspen Bluff entrance which Pour Boys is scheduled to address in 2023. The Board elected to budget \$7K for erosion mitigation but felt that work could be funded from reserves. The resulting operating budget was roughly \$43K and the Board therefore elected to reduce Operating Dues back to \$1050 per lot which was the amount assessed in 2020 and 2021. Capital Reserve dues will remain at \$250 per lot (\$10K/year) in order to continue building funds for future sealcoating and repaving. With no further questions or changes, Donnie made a motion to approve the budget as presented and transfer \$50K to capital reserves, Mark seconded and all those present were in favor. Dan briefly addressed Andrea's question in regards to the grazing lease which is in effect through 11/1/23 in order to maintain Grassy Creek's agricultural status. Andrea said would record the income and expense for this year and mark her calendar for the lease renewal in 2023.

Annual Meeting Planning

The Board decided on a date of Tuesday, January 10th at 1pm for the Grassy Creek Annual Meeting to be held via Zoom. Donnie and Walt's board seats are both up for re-election and both said they were willing to serve another two year term. Andrea said she would send a "Save the Date" notice to the ownership and the meeting packet would be emailed at least two weeks prior to the meeting.

Lot 20 DRB Compliance

Andrea reported that Todd Carr from the County had confirmed that the demolition required by the County was in fact completed on 11/23/22 and the permit was closed. This work included the removal of the sub-floor plywood and floor joists. She indicated that the next step in order for the Association to pursue legal action and/or force compliance from the owner was the Board's adoption of Responsible Governance Policies.

Responsible Governance Policies

Prior to the meeting, Andrea circulated a draft of the proposed Responsible Governance Policies to the Board as required by CCIOA and the recently adopted House Bill 22-1137. She briefly explained the required process the Association must follow before any legal action can be taken and said she would work with attorney Paul Sachs to ensure compliance. After some discussion and no changes to the draft, Walt made a motion to adopt the Responsible Governance Policies, Donnie seconded the motion, and all were in favor. Andrea said she would follow up with President Mark Humphrey for a formal signature then send out the new policies to the ownership.

Design Guideline Revisions

Following a detailed conversation in the 9/7 meeting in regards to “barndominiums” and secondary dwelling units, Andrea had circulated the following proposed language changes to Article III B, paragraph II:

A legal secondary dwelling unit, as defined by Routt County Building Department Guidelines, is allowed to be built as a detached unit ~~or a “barndominium”~~ prior to the primary residence and must contain an enclosed garage. **This SDU may function as a primary residence as long as it meeting the minimum 1,800 square feet and required architectural guidelines for a primary residence.** In the case that a legal SDU **of less than 1,800sf** is built first, the primary residence shall be completed no longer than 30 months after completion of the SDU.

With no further questions or concerns, the Board unanimously approved this language during the meeting and Andrea said she would provide the updated Guidelines to the ownership for a 30 day period of comment before formal adoption.

Hunting

Andrea reported that three out of four seasons were reserved this year for hunting and asked if the Board wished to utilize the same application and lottery process for next year with a deadline of March 1st. No one expressed any concern; Andrea will provide a communication about this to all owners at the beginning of 2023.

Trails

Dan Huber asked if the Board was planning to revisit the effort to establish communal trails through the neighborhood. Mark reported that he had been informally mowing and maintaining the trail on the front side of the main entrance gate. Others agreed they would still like to see a similar effort on the Aspen Bluffs side of the Association. Andrea was asked to re-circulate the proposed trail map produced by the surveyor and the Board agreed an on-site walk though next summer to decide on additional trail locations would be necessary.

With no further business, the meeting was adjourned shortly after 11am.

Recorded by,

Andrea Wilhelm
Commercial Property Group