

Rough Draft

GLACIER VIEW MEADOWS
ROAD AND RECREATION ASSOCIATION
WATER AND SEWER ASSOCIATION
ANNUAL MEETING
June 24, 2017

ATTENDANCE:

Water and Sewer

Jim Petrie – President
Frank Winter – Vice-President
Dan Barbour – Treasurer
David Birks – Secretary
Pete Davis - Director

Road and Recreation

Don Herman – President
Linda Petrie – Vice-President
A.J. Shilling – Treasurer
Ed Bingham – Secretary
Bill Hobbs – Director

STAFF:

Larry Maybon – Manager
Mary Keller – Secretary
Deanna Snell – Bookkeeper
Chris White - Maintenance

Registration to Vote 8:00 – 9:00

Agenda Amendments: Guest speakers Under Guest Speakers remove Shane Craig and replace with Diana Reeves, North Forty Community Alliance.

At 9:00 a.m., Don Herman, Road & Recreation President, welcomed and introduced guest speakers: Warren Jones, Fire Chief, Glacier View Fire District, Diana Reeves, North Forty Community Alliance, and Becky Weeder, Glacier Gals, President.

GUEST SPEAKERS:

Warren Jones, Fire Chief, reported for the Glacier View Fire Protection District:

Warren is the newly appointed Fire Chief and will serve for the next 12 to 18 months. Warren explained that the GVM Fire District is a Special District and is required to have a Board of Directors. Presently there are two Board vacancies, if anyone is interested in volunteering for a Board position, please stop by the GVM, Fire Station, to pick up an application. The Fire district covers approximately 56 square miles and the department needs volunteers. All firefighters are required to attend classroom and hands-on training before, during, and after, they are brought onto the department.

Warren suggested members take advantage of the AirMedCare program. AirMed offers airlift coverage at a reasonable rate. Household membership for 1 year is \$65.00. For more information visit the Fire Station.

Consider picking up a King Soopers card at the Fire Station they are a great fundraiser for the District. The District receives about \$600.00/month.

It was suggested that members purchase a reflective address sign and place it in a visible place so emergency personnel can locate homes quickly.

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Diana Reeves, North Forty Community Alliance:

Diana introduced herself as Communications Lead for the North Forty Alliance. They are a group of volunteers whose objective is to ensure that GVM and surrounding communities are prepared and better adapted to respond to and recover from future threats and disasters. The group has teamed up with the Glacier View Fire District, and surrounding Fire Departments, in offering resources, information, First aid and CPR classes.

Becky Weeder, President, Glacier Gals: The Glacier Gals is a social group who donate their time and energy to fundraising activities that include recycling cans, 2 pancake breakfasts a year. An annual bake sale and sell GVM logo wear and reflective address signs. Funds raised by Glacier Gals go back into the community. There is an organizational meeting on the 3rd Tuesday, of most months. Glacier Gals also host several social events: A potluck is held the last Saturday of the month, annual holiday potluck and an annual summer picnic. The Glacier Gals also meet twice a month once for breakfast and once for lunch. The Gals also participate in and make lunch for the Glacier View Meadows, Community work day.

ANNUAL MEETING CALL TO ORDER:

Don Herman, President, Road & Recreation Association, called the annual meeting to order at 9:28 a.m. (*Annual meetings and special meetings are considered a meeting of the membership. To establish a quorum 50 unit owners must be present by attendance or proxy.*) It was determined that a quorum of the membership was present and the Annual Meeting Notification was sent on time.

Introduction of Board members and Staff: All Board members were present. Don introduced staff members and the new Association Manager, Larry Maybon.

REVIEW OF ANNUAL MEETING MINUTES DATED: June 18, 2016

Linda Petrie, Road & Recreation, moved to accept the June 18, 2016 minutes as written. David Birks, Water & Sewer, moved to accept the June 18 minutes as written. Unanimous-motion passed.

AMEND AGENDA:

Under Committee Reports add D). Broadband Committee

ELECTIONS:

- A. There are three (3) openings on the R&R Board, and two (2) openings on the W&S Board. There are three nominations for Road & Recreation and two for Water and Sewer.
- B. Introduction of Candidates by Nomination Committee Chair, Ginny Blanz.
 - Road & Recreation:** Incumbent, Don Herman, Incumbent, Linda Petrie and Jim Casadevall.
 - Water & Sewer:** Incumbent Jim Petrie and Lynn Johnson
- C. Nominations from the floor: None

CONDUCT THE VOTE

TREASURER'S REPORT: (See enclosed)

- **A.J. Shilling, Treasurer, Road & Recreation Association**, presented a synopsis of the financials for the Road and Recreation Association. Road & Recreation completed the 11th month or 91.7 % of the fiscal year. Total dues collected are 101.4%. Total income is 108.0% Total expenditures are 78.45% less than expected due to a mild winter. Total Remaining Funds (carry over) is \$100,100. Capital Reserves currently available \$83,187.00. Trash income is at 100.1% and Total trash expenses are 81.7%.

Dan Barbour, Treasurer, Water & Sewer Association, presented a synopsis of the financials for account 001, 002 and 003 for the Water and Sewer Association. Water & Sewer completed the 8th month or 67% of the budget year. Consolidated Totals: Income @ 103% (higher than expected due to transfer of properties) Expenses @ 57%.

PRESIDENTS' REPORTS:

Don Herman, President, Road and Recreation Association, Don presented a synopsis of board decisions and action for the last year: Last year R&R board decision highlights:

- Interviews for a new manager were conducted last October and our new manager was hired in November.
- The ARC completely cycled it's membership last year, Kevin Snell is the new chairperson of this committee. Updated ARC charter, rules and regulations were also approved.
- The board requested that personal use of GVM vehicles by GVM employees be restricted to snowplowing theirs and other employee's driveways so they can get out to begin snowplowing GVM roads.
- Hiring a trash monitor was approved to mitigate unacceptable items and unauthorized use of trash bins.
- A replacement convex mirror on Mount Calm was approved.
- 3 new picnic tables for GVM lakes were approved.
- Approved designating the GVM Mountain Meeting Place as a Larimer County Emergency Management center for area residents.
- Approved transferring \$20,000 from Road Maintenance budget to Capital Reserve, and another \$20,000 for the purchase of a dump truck for road base deliveries.
- Approved selling 1993 GMC truck with plow.
- Approved forming a special Broadband Investigative Committee with Gordon Nuttall as chairperson.

A member noted that there was quite a bit of money moved into Capital Reserve and asked, "is there is a possibility of running out of funds for road base". Don informed the member that because of equipment purchased over the year the Capital reserves were brought down to an uncomfortable level. The decision was made to replenish the Capital reserve account. Don stated that the Fiscal year runs from July 1st to June 30th of the next year and the budget committee allowed for the cost of road base that is to be used in the new fiscal year starting July 1st.

Jim Petrie, President, Water and Sewer Association, reported for the Association.

Jim explained that Glacier view is under a Colorado Court mandate to administer the Water Augmentation Plan. The Association is required to monitor and regulate all water consumption

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within the Augmentation area. The Association is obligated to investigate, enforce, and report violations of the plan. Jim also reminded the public that Water & Sewer members are entitled to a \$100.00 rebate once every three years when they have their septic tank pumped. The rebate program is designed to encourage members to maintain their septic system and in turn help keep the ground water safe.

The 12th filing ion exchange discharge issue is still an issue. The Association continues to investigate alternative methods to treat the discharge water. The 1st option considered was evaporation ponds which proved to be expensive (100 thousand dollars plus). We have been in contact with an engineer for input in developing affordable option. The Association is now looking at a pod system that will cost much less than the original proposal.

It was reported that some residents who have their own well and septic are under the impression they are paying for the community system, waste water treatment plant and deep-bury projects. The fact is that only members who have property fed by the Community system pay these costs. A condition of ownership in Glacier View requires every owner (except the first filing) including those on the community system to pay their share of administration costs regarding the Augmentation plan. Improved lots are at \$174/year and unimproved \$87.00/year.

A member asked, “is the deep-bury completed and if not, when, i.e., what year?”. Jim stated, “it is not complete and do to many factors we can’t give an end date”.

A member asked, “how do we test our water” It was stated that you can pick up a test packet at Home Depot, Larimer County Health Department, Colorado State University and the Glacier View office.

MANAGER’S REPORT: Larry Maybon, Manager, Glacier View Meadows, presented the Manager’s Report (inserted below).

Road and Recreation Association

- A. The deep bury near Crellin Lake developed a new spring from this past heavy May snow and required a new 60’ culvert to be placed across Humboldt and Green Mountain and repair of a previous culvert.
- B. Several loads of road base have been brought up by GVM staff and placed in some of the more damaged areas around GVM. There is no set road plan for repairs, they are done on a need basis and prioritized from there for future work. Any residential input to me is always welcomed for road damages. Just need to emphasize that many of the roads are in need of proper drainage and road base build up. Gate 1 and Riddle dam road way went under a heavy addition of new recycled asphalt build up.
- C. Next month several of the temporary trailers that received notice of the six months statue in GVM will be followed up with further actions if not removed. Next on the radar for GVM will be the notice to many residents of non-operable vehicles on their property

Water & Sewer Association

- A. All water and wastewater plants running well and in compliance.

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- B. Continued discussion with engineer, Boyd Hanzon, on the 12th filing ion exchange discharge issue. The latest test results are being evaluated on the Radium levels.
- C. We are still planning later this summer to repair the holding tank in the 4th well house. Notifications will be made to all affected residents at least a week in advance of any service interruptions.

I would like to personally thank many of the residents that have welcomed me here and have offered their support and help if needed. My door is always open for residents with issues or just to say “Hi”.

JOINT COMMITTEE REPORTS:

- A. **Architectural Review Committee (ARC)** Ed Bingham reported for the committee: ARC committee members are Kevin Snell, Chairperson, A.J. Shilling, Diane Nelson and Ed Bingham, Board Committee, Ex-officio. Ed stated that the ARC is looking for volunteers to fill vacant positions. Ed reported that the ARC is reviewing several applications a month. The ARC approved 7 applications this month and approved two variances for topographical reasons.
- B. **Ecology and Trails Committee:** Dan Barbour, Chairperson, reported for the committee:
 - Introduced members present
 - Ecology team actively works Trails, Demo garden, Noxious Weeds and manages the Speaker Series (& looking for a Wildlife Volunteer)
 - Educate, assist, inform, and enhance environment of GVM
 - The Ecology Blog website is active now and being refreshed (link off GVM website under “Committees –Ecology”)
 - Trails 2016-2017
 - Built a bridge at Crellin loop crossing last October
 - All trails maintained
 - Many improvements on Crellin Nature Trail to improve ease and safety
 - New Tools purchased this year to facilitate ongoing trail improvements
 - Demo Garden
 - Documents have been updated
 - Spring maintenance workday occurred before Father’s Day
 - Rain barrels installed for water catchment off GVM HOA office for new plant establishment
 - Speaker Series
 - Every 2nd Tue at 6:30pm Monthly at MMP (Mountain Lion speaker had to cancel in June ☹)
 - Schedules updated on Next Door and Ecology Blog
 - Weeds
 - Commercial Spraying occurred Mon 6/19
 - We sprayed Greenbelts 33, 1, 8, 18 and 17 (#’s refer to Ecology GVM numbered greenbelt map)
 - Wildlife
 - As above – looking for a volunteer to be our Wildlife resource and “go to” person for community wildlife information and Education

C. BUDGET COMMITTEE REPORTS 2017-2018

2017-2018 Road & Recreation Budget Committee Report

AJ Shilling, Road & Recreation Treasurer, reported for the budget committee.

Budget Committee Members: Mike Corbin - Chairperson, Ed Baron and A.J. Shilling, GVM R&R Treasurer.

On February 27, 2017, the budget committee completed the review of the actual six month R&R income and expenses, the projected income and expenses for the end of the 2016-2017 budget year and the Proposed Budget for 2017-2018.

Based on the information we reviewed it is our opinion that the R&R dues should be increased by \$50/year to a total of \$400/year for the 2017-2018 fiscal year. This will be the first dues increase since 2012. This recommendation is based on an analysis of projected budget carry-forward amount and some adjustments to specific line items. (see recommendations below)

Also, the committee has recommended there be no increase in the annual optional trash service fee of \$45. This fee has not been increased for 16 years.

The following recommendations are proposed and reviewed by the Board of Directors:

1. A Capital Reserve Study helped in the analysis of the health of our Capital Reserve Account. We compared our funding levels to industry standards and, with a \$67,000 balance recommended that the 2016-2017 operation fund be revised and transfer \$20,000 from the Road Maintenance Materials Account to the Capital Reserve Account and to budget \$40,000 to the Capital Reserve Account in 2017-2018. Assuming that there will be no equipment purchases before June 30, 2018 the Capital Reserve Account will total \$127,000. This adjusts the reserves to the point where 35% of our Fully Funded Capital Equipment inventory is covered by cash reserves. The goal is to improve our reserve balance to 70% which represents a well funded account and helps to avoid special assessments on the community members. (ref: <https://www.reservestudy.com/what-exactly-is-percent-funded>) Funds are reserved only for the replacement of depreciable equipment.
2. A 3% cost of living increase for all employees in future budget years. Board approval is required of all increases proposed by the Association Manager. Continue the 4% merit pool for performance based compensation, awarded at the discretion if the Association Manager.

Road and Recreation Dues Cap Summary

2005-2006 – Cap increased by member ship vote from \$300/yr to \$350/yr
2006-2007 – Cap increased by 2005 CPI-U 3.4% to \$361.90
2007-2008 – Cap increased by 2006 CPI-U 3.2% to \$373.48
2008-2009 – Cap increased by 2007 CPI-U 2.8% to \$383.94
2009-2010 – Cap increased by 2008 CPI-U 3.8% to \$398.53

2010-2011 – Cap decreased by 2009 CPI-U	-0.4%	to \$396.93
2011-2012 -- Cap increased by 2010 CPI-U	1.6%	to \$403.28
2012-2013 - Cap increased by 2011 CPI-U	3.2%	to \$415.38
2013-2014 - Cap increased by 2012 CPI-U	2.1%	to \$424.11
2014-2015 - Cap increased by 2013 CPI-U	1.5%	to \$430.47
2015-2016 - Cap increased by 2014 CPI-U	1.6%	to \$437.36
2016-2017 - Cap increased by 2015 CPI-U	0.1%	to \$437.80
2017-2018 - Cap increased by 2016 CPI-U	1.3%	to \$443.49

2017-2018 Water& Sewer Budget Committee Report

Jerry Tucker, reported for the committee. Committee meeting held 3/22/16

Budget Committee Members: Mike McKay– Chairperson, Jerry Tucker, Dan Barbour – GVM W&S Treasurer.

Summary of Proposed Budgets

The Budget Committee met on March 6, 2017. They were presented with a budget study report for all three Water & Sewer Association accounts. **The Management Account (001)** pays operating expenses and collects dues on behalf of all ratified properties within Glacier View Meadows water augmentation boundaries. With 7 months remaining in the fiscal year, the projected revenues for the end of the current fiscal year are projected to be about \$10,000 higher than budgeted. Total expenses are projected to be about \$1,300 higher than budgeted. With \$81,116 in capital reserves it was proposed that no additional contribution to capital reserves is needed. *The committee recommends that no adjustment be made to the current annual dues amount of \$174.00*

The proposed budget for the **Community Water and Sewer System Account (002)** was also reviewed. This account pays expenses and collects fees on behalf of properties on the 3rd, 4th, 7th, 8th, and 9th Filing community systems. The projected revenues for the end of the current fiscal year are projected to be about \$23,728 higher than budgeted due to a higher than anticipated carry-forward amount. Total expenses are projected to be about \$25,000 lower than budgeted. The committee recommends the continuation of the deep bury projects so that system maintenance and electrical cost reductions can be accelerated. The Committee recommends a contribution of \$40,000 to the existing capital reserve balance of \$96,000. *The committee recommends that no adjustment be made to the current water and sewer user/availability fees.*

The proposed budget for the **Community Water and Sewer System Account (003)** was also reviewed. This account pays expenses and collects fees on behalf of properties on the 12th Filing community systems. The projected revenues for the end of the current fiscal year are projected to be about \$3,300 over the target budget due to a higher than anticipated carry-forward amount. Total expenses are projected to be about \$3,300 lower than budgeted. Future work is anticipated for State compliance issues involving the Ion Exchange treatment system which removes radium from the drinking water. Community Well #4 is still not connected and will not be needed in the foreseeable future. The committee recommends a contribution of \$2,000 to the existing balance of \$43,300 not including about \$42,000 in SIA funds. *There is no recommendation to increase the monthly water and sewer user/availability fees.*

Summary of Budget Committee Recommendations

Water & Sewer Budget Account 001 - Management

1. No dues increase recommended for 2017-2018 fiscal year. Current dues are \$174 (improved) and \$87 (unimproved)
2. With a current balance of 81,116 in capital, no additional contribution to the 2017-2018 capital reserve funds is recommended.
3. Recommend retaining the \$100 rebate benefit to Water and Sewer members for septic tank pumping by private contractors.

Water & Sewer Budget Account 002 – 3rd, 4th, 7th, 8th, 9th Filing Community Systems

1. No changes to annual fees are recommended.
2. Recommend a contribution of \$40,000 to the capital reserve funds.

<u>Annual Fees</u>	<u>2017-2018</u>
Improved Lots W&S	\$1044.00
Monthly Payment with Dues Included:	\$101.50
Unimproved Lots W&S	\$522.00
Monthly Payment with Dues Included:	\$50.75
<u>3rd Filing Sewer Only Lots</u>	
Improved Lots	\$444.00
Monthly Payment with Dues Included:	\$51.50
Unimproved Lots	\$222.00
Monthly Payment with Dues Included:	\$25.75

Water & Sewer Budget Account 003 – 12th Filing Community System

1. No changes to annual fees are recommended.
2. Recommend a contribution of \$2,000 to the capital reserve funds.

<u>Annual Fees</u>	<u>2017-2018</u>
Water Only	
Improved Lots	\$600.00
Monthly Payment with Dues Included:	\$64.50
Unimproved Lots	\$300.00
Monthly Payment with Dues Included:	\$32.25
Sewer Only	
Improved Lots	\$444.00
Monthly Payment with Dues Included:	\$51.50
Unimproved Lots	\$222.00
Monthly Payment with Dues Included:	\$25.75

D. Broadband Committee: Committee Members, Gordon Nuttall-Chairperson, Don Herman, Bill Hobbs, and David Brandt. Gordon Nuttall, Chairperson, reported for the committee. If you are interested in Broadband Internet, consider attending the community forum hosted by the committee Saturday, July 8, 9:00 am at the Mountain Meeting Place. At this forum, we will be gathering input with a survey discussion. The committee will use that data to advocate for our community in meetings with potential providers of broadband services, and to partner with organizations with similar interests. As a group, we may get a

better deal than if we contact providers as one. Questions, contact Gordon Nuttall at gordon@couragent.net.

E. PUBLIC INPUT:

A member asked everyone to watch out for the fawns. They are all over the place including the roads.

A member thanked Pete Davis, for stepping up and volunteering his time last fall, when the Association was without a manager.

A member stated that she could not find the covenants on the Web-site. Mary Keller, stated that they are on the web-site and explained how to find them.

A member passed on his experience last winter. During high wind, a tree on his property blew over, taking power lines with it onto a neighbor's property starting a fire.

Thankfully, the neighbor practices defensible space and the GVM Fire Department along with outside support put the fire out before it reached the neighbor's house.

Members voiced suggestions concerning the roads and maintenance:

- When grading the roads, place more warning signs, use social media and or website, warning drivers that a road will be closed for grading.

The manager stated if the crew is going to do major work the office can send a group email but we won't reach everyone. It was agreed that alternate route signs could be beneficial.

- Pull large boulders back onto the switchback on Montcalm.
- More training for new employees operating the grader.
- Potholes are not going away
- Use a roller when applying new road base.
- Trim tree covering speed limit sign on Montcalm.
- Establish road maintenance schedule

The manager stated that the boulders on Montcalm are on the list of priorities. The sign will be looked at the next time we are there. The manager also stated part of the road problems is caused by how dry the roads are. The staff got the water truck running a couple of week ago and the roads should steadily improve. It was stated that the recycled asphalt looks good for a couple of years but when it potholes it is harder to fix. Don Herman stated that the Board did evaluate using a roller but due to several factors reached a consensus that a roller would not work well for our situation. GVM has 50 plus miles of road to maintain and each road and section is different i.e., bedrock, soft, sand, there is no one formula for all.

Snow removal in May: Members had questions and suggestions concerning snow removal policies:

- Management should be proactive when a storm is predicted, crew out early and stay late, all hands-on board, hire outside contractors.
- Why are the main roads 1st and courts 2nd?
- What is the priority for plowing courts?
- Why didn't the Association use the Grader?

Don Herman stated that the storm did catch us off guard. In fact, we sold one of our plow trucks the week before the storm hit. Don stated he lives on a cul-de-sac and over the years

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he has observed, getting a foot of snow, we can expect to get out after a day, two feet of snow two days, three feet of snow three days. Deep snow and not getting out is a fact of living in the mountains.

The manager stated that 3' of wet, heavy, snow, makes snow removal difficult and slow going. When it became apparent we were not going to reach the entire subdivision in a speedy manor, contractors were hired. They started in the 12th filing, then worked in the 9th, 10th and 11th filings. Our pickups handled the 1st through 8th filings.

Main roads are cleared first for access reasons. If you are on a court and think you have been forgotten call the office.

The manager stated that it was his call not to use the grader. Snow removal tears up a grader even the County will only use them as a last resort. If there are other options we will not use the grader. We now have an additional piece of equipment for snow removal to use next year.

NEW BUSINESS:

- A) Road & Recreation Board Discussion and Vote on 2017-2018 Budget: (see above report)
Ed Bingham, Road & Recreation moved to approve the 2017-2018 Road & Recreation Budget as submitted. Unanimous-motion passed.
- B) Water & Sewer Board Discussion and Vote on 2017-2018 Budget: (see above report)
David Birks, Water & Sewer, moved to approve the 2017-2018 Water & Sewer Budget as submitted. Unanimous- motion passed.

ELECTIONS RESULTS:

Road and Recreation: Don Herman, Linda Petrie and Jim Casadevall were elected to fill vacant positions, for a two-year term.

Water and Sewer: Jim Petrie and Lynn Johnson were elected to fill vacant positions, for a two-year term.

Don Herman moved to adjourn at 11:00 am. Unanimous-motion passed

Appointment meetings were held after the annual meeting and the Boards selected officers as follows:

Road and Recreation Board Appointments:

Don Herman – President
Ed Bingham – Vice-President
Linda Petrie – Treasurer
Jim Casadevall – Secretary
Bill Hobbs – Director

Water and Sewer Board Appointments:

Jim Petrie – President
David Birks – Vice-President
Dan Barbour – Treasurer
Pete Davis – Secretary
Lynn Johnson – Director