

Buffalo Creek Homeowners Association

Board Meeting Minutes December 10, 2020 Virtual

MEETING: The Board Meeting of the Buffalo Creek Homeowners Association was held virtually on Thursday, December 10, 2020. Sally called the Meeting to order at 7:00 pm.

PRESENT: Board Members present: Sally Weiser, Bryan Lamoreaux, Natalie Ross, and Victoria Benjamin. A quorum was established. Clayton joined the meeting about 7:05. Homeowner Patrick Cordova, 9043 Spirit St also attended.

MANAGEMENT REPORTS: Bryan made a motion to approve the November Minutes. Natalie seconded the motion and the Board approved the Minutes by a unanimous vote. Tim stated that Coupon books will be ordered this next week. Most people have moved over to the ACH system which saves us both time and money. We still have 86 homeowners on the coupon booklet system. CD rates are way down, so we have extra money sitting in the checking account. Quoted rates are .05 and .06 of a percent. There is one last bill outstanding with Zak George. Sally asked if they had finished Co Rd 9 as promised at our last Board Meeting. Tim said they had not, however they did offer to lower the final bill by \$500.00 to offset the Blow Out mix up to help cover our costs paid to Water Dogs. Sally commented the final bill should be held till the work is complete. The Board agreed. Bryan made a motion to approve the Financials and Clayton seconded the motion. The motion passed by a unanimous vote. Clayton wanted to point out that Carlos Centeno of 8977 Spirit St who addressed the Board over the last couple months, did not connect with Clayton to review his back yard as agreed to at the last meeting. Clayton commented that the Board has listened to Carlos repeatedly on this and it's time to be done with this. Sally asked Tim to send Carlos a formal letter giving the final Board position for the record.

ARCHITECTURAL REVIEW COMMITTEE: Natalie had nothing to report at this time as most activity has wound down.

DISCUSSION ITEMS: 2021 Budget; The Budget is showing about a \$30,000.00 deficit for the 2021 season. Tim pointed out that the Budget in the Board Packet had a few small tweaks still needing to be made. Under Tree Contract and Tree Maintenance items needed to be moved down one line and a small adjustment to the amount for the recent contract changes from Tree Top. Tim pointed out he had not spent the 2020 tree replacement funds yet as the trees we wanted to plant were picked through pretty hard and quality trees could not be found. This amount might need to be moved into next spring. Also, the next section of fence staining was not completed, to cut back on costs this fall. The Board should consider bringing the choice of either a \$5.00 or a \$10.00 increase to the Homeowners at the annual meeting. Clayton asked how soon can we get info out to the Homeowners. Tim pointed out that there was information in the Fall Newsletter that was sent out about a month ago, the newsletter was posted on the website, information will be included and go out in the Annual Homeowners Newsletter and he put information out in the email sent to coupon booklet homeowners. The Annual Meeting

should be used to inform the Homeowners on the costs in front of the HOA and ask for their input on how much we should increase dues for paying back and maintaining the Reserve Account. The Homeowners can be asked for a show of hands of either the \$5.00 or \$10.00 increase, so we know what to plan for next December. Maybe we should finalize the increase at this meeting so we can start January 1, 2022 to solve the payment timing problem. Clayton made the motion to approve the Budget with the small adjustments Tim discussed. Bryan seconded. The Motion carried with a unanimous vote to approve.

Gallegos: It was approved that we give the same Christmas gratuities to Gallegos drivers and support. **Annual Homeowners Meeting:** Tim will investigate the options we have for having an Annual Homeowners Meeting in light of the Covid restrictions. He can find out what other HOAs are doing too. **Resolution for Procedures for Virtual Meetings.** Tim presented the Resolution for Virtual Meetings. Sally had questions about "make notice" in paragraph 6. Discussion covered the raise hand function on most meeting formats. Tim would re-work the wording in that paragraph as requested. The Resolution will be placed in a prominent place on the website. Instructions on using the Virtual meeting platform will also be put on the website. Tim will find out how to handle voting if we are required to do this virtually this year. Sally wanted to make sure things were understood. Clayton suggested using a screen shot. Bryan said we need to have good written instructions. He does this as part of his work and will bring something back to the Board to consider. Bryan made a motion to approve the Resolution Regarding Procedures for Virtual Meetings with the proposed change to paragraph 6. Natalie seconded and the Board voted unanimous to approve.

Patrick asked about Board positions. We try to operate with 7 Board Members and we currently have 5. Sally wants to make the point it is a serious commitment. People need to agree to attend if they apply to get on the Board, so we can meet the Quorum requirement. Patrick asked about height of raising tree limbs over the street as he has a large camper which he is worried about hitting and breaking branches. Tim thought the guidelines required 8 feet over sidewalks and 15 feet over streets. Considerations are made for young trees to get them to canopy height.

NEXT BOARD MEETING: The next Board Meeting will be held Thursday, January 14, 2021, directly following the Annual Homeowners Meeting which is scheduled for 6:30 pm.

ADJOURN: With no further business before the Board, at 8:05 Clayton made the motion to adjourn which was seconded by Bryan. The vote was unanimous to adjourn.