

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF
EAGLE RANCH ASSOCIATION

A Special Meeting of the Board of Directors of the Eagle Ranch Association (the “Association”) was held on January 11, 2023, at the Eagle Ranch Office, 1143 Capitol Street, Eagle, CO 81631, or via video/teleconference.

Directors Present:

Liz Adams, Residential Director
Eric Eves, Residential Director
Clark Gundlach, Commercial Director
Jamie Harrison, Residential Director
Steve Lindstrom, Commercial Director
Kevin Sharkey, Residential Director
David Viele, Commercial Director

Owners present:

David Gaboury (*partial attendance*)

Others Present:

Dave Crawford, East West Hospitality (“EWH”) Director of Operations
Nick Richards, Association Manager, Eagle Ranch
Emily Walz, EWH Director of Association Administration
Shelley Bellm, EWH Assistant Community Manager

The order of business was as follows:

1. Call to Order. The meeting was called to order at 3:01 p.m. MST. A quorum of Directors was present.
2. Minutes Approval. Upon motion made and seconded, the Board approved the minutes of the Board Meeting held on November 9, 2022.
3. Housing Corp Appointment. David Gaboury, candidate for the Housing Corp, submitted his candidate application to the Board prior to this meeting. Upon motion made and seconded, the Board approved the appointment of David Gaboury to the Housing Corp. Steve Lindstrom provided an overview of current Housing Corp members and general purpose of the group. Mr. Gaboury was thanked for his involvement.
4. Election of Officers. The election of Officers for the coming year was discussed, as Jamie Harrison nominated himself for President. He expressed the benefits of having a Residential owner as President, and indicated the need for increased involvement with the Town of Eagle Economic Vitality Committee, the Eagle Ranch Wildlife Committee, and Eagle Ranch Design Review Board.

Upon motion made and seconded, the Board elected the below slate of Officers to serve until the next Annual Meeting or until their successors are named. *(Liz Adams, David Viele, Kevin Sharkey, and Eric Eves voted in favor of the motion. Jamie Harrison and Clark Gundlach voted in opposition. Steve Lindstrom abstained. The motion passed with four (4) in favor, two (2) in opposition.)*

Steve Lindstrom, President
Clark Gundlach, Vice President
Eric Eves, Vice President
Kevin Sharkey, Vice President
David Viele, Vice President
James Harrison, Vice President
Liz Adams, Treasurer
Nicole Moore, Assistant Treasurer
Emily Walz, Secretary

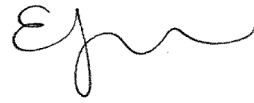
5. Schedule of Meetings. The 2023 meeting schedule was determined as follows:
 - a. Board Meeting – February 22, 2023
 - b. Board Meeting – May 17, 2023
 - c. Board Meeting – August 16, 2023
 - d. Board Meeting – November 15, 2023
 - e. Annual Meeting – December 13, 2023

6. Manager’s Report. Nick Richards reviewed his Manager’s Report, distributed to the Board prior to this meeting. Steve Lindstrom asked why Vantaca is showing quarterly dues instead of annual. It was confirmed that this has been corrected within the system.

7. Other Business.
 - a. An Owners’ social event has been scheduled for February 1st at Social Oak. This is a “Meet & Greet” for the Board to introduce themselves to owners.
 - b. DRB Fees and Compliance Fees are currently being reviewed internally to ensure appropriateness. Recommendations for changes will be presented for Board consideration at the next meeting by the DRB Administrator.
 - c. Steve Lindstrom announced that Nick Richards was elected to the Commercial Association Board of Directors at their last meeting.
 - d. Jamie Harrison expressed his concerns with the Association Bylaws inconsistency with current state law. Dave Crawford responded that the HOA attorney has explained that statute (CCIOA) supersedes any contradictory provisions in the governing documents, including Declaration, Articles of Incorporation, and Bylaws. The Association may, but is not required to, amend its Bylaws to conform. The HOA attorney has also advised that some of the provisions in the most recent legislation, specifically within House Bill 22-1137, may be overturned in an upcoming legislative session. The Board will await the outcome before pursuing a revision of the documents.
 - e. It was noted that an update on the Dog Park and wildlife will be provided at the next meeting.
 - f. Updates to the Reserve Study and Management Agreement will also be discussed at the next regular Board Meeting.

There being no further business to come before the Board, the meeting was adjourned at 4:23p.m. MST.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'E. Walz', with a stylized, cursive flourish.

Emily Walz, Secretary

Eagle Ranch Association
Special Meeting of the Executive Board

Wednesday, January 11, 2023
3:00 p.m. MDT

Eagle Ranch Office or
Microsoft Teams video/teleconference

[Click here to join the meeting](#)

Or call in (audio only)
+1 213-349-3956
Phone Conference ID: 480 611 445#

Agenda

- 1) Call to order, verify quorum
- 2) Election of Officers
- 3) Housing Commission Interviews & Appointment
 - a) David Gaboury
- 4) Establishment of 2023 Quarterly Meeting Dates
- 5) Other Business
 - a) Manager's Report
 - b) Executive Board Social event – Social Oak 2/1
 - c) Discussion Item: DRB Fee Schedule & Compliance Fines
- 6) Adjournment

EAGLE RANCH HOUSING ASSOCIATION
BOARD CANDIDATE FORM

Name: David Gaboury

Address: 916 Hernage Creek Road PO Box 1794

Employer/Occupation

- Retired. Serve on Corporate Boards. Prior I was Board Chair and CEO of Terracon, a national, employee-owned engineering company with 150 office and 5000 employees.

Email: DGaboury1@gmail.com Telephone: 913.645.0558

Please list your related experience, including any current or previous HOA Board service:

- I have served numerous private companies, not-for-profits, and professional associations as an officer and/or Board member. See Terracon above. Currently I serve on the Board of Directors for four national corporations. An example of a not-for profit. I served as Board chair for a regional medical center (volunteer role) with a 400-bed hospital and 20 plus doctor clinics. An example of a professional association, I served on the Board and as President of a national engineering association consisting of about 250 member firms.
- My service here in Eagle has focused on the Town of Eagle. In 2019 I was elected and served on the Home-Rule Charter Commission. In 2020 and 2021 I was appointed to and served on the Town Council. Beginning in 2022 and currently I was appointed to and serve on the town's Economic Vitality Committee.

What opportunities for areas of oversight are you most interested in and / or how would your participation benefit the members of the Association?

- One of the unique qualities of Eagle Ranch is its diversity of housing and the associate mix of people in different life stages and situation. This aspect of Eagle Ranch is one of the reasons we decided to make our home here. In this context, my background would bring what I hope is a fresh perspective to the ER Housing Board.

Additional comments:

- My wife Beth and I have owned a property here in Eagle Ranch since 2006. For the first 8 years we owned a town home in the Castle View neighborhood as part-time residents. In 2014 we purchased our current house on Hernage Creek Road, and we became full time residents when I retired from full time employment beginning in 2019.

Please complete and return to nrichards@eastwest.com.



Eagle Ranch Homeowners Association Community Manager's Report

December 2022

The following is a general summary of December activity:

- **Vantaca Update:** The Vantaca site for homeowners has been updated to include the following information:
 - Sub-Association Information & Contacts
 - Community Event Calendar
 - DRB Meetings (through June 2023)
 - Executive Board Meeting Agendas & Minutes
 - DRB Meeting Agendas & Minutes
- **Marketing:** Winter banners have been placed on Capitol Street. Spring banners are in development and will be ordered soon. New summer & fall banners will also be designed for 2023.
- **Administration:** Shelley Bellm has been moved into a salaried position. This role now includes supervision of the Design Review Administrator and any future office staff employed by Eagle Ranch, covenant control. All staff now have working office phones that connect to personal cell phones. Staff can be reached at the following numbers:
 - Nick Richards – 970-328-2172
 - Shelley Bellm – 970-328-2170
 - Mike Ingo – 970-328-2174
- **Accounts Receivable:** December 31 AR Aging is at \$64,776.61. Down from \$98,681 the previous months. Two emails have been sent to homeowners with outstanding balances. These emails have increased the contacts with homeowners, and many have been unsuccessful with accessing the new site to pay their balance. Staff has been able to work with many to obtain access and make payment. Some discrepancies do appear to account for some of the AR balance. We are working with accounting to get previously paid accounts updated in the new system. Accounting has also let us know that it takes a week or more for a payment to post to an account in the new system. Staff will continue efforts to work with owners to reduce balances.

- **Reserve Study:** The reserve study has been received and is currently being reviewed by staff for corrections and revisions to be made. Once finalized, it will be shared with the board.

- **Owner Social Events:** Social events have been proceeding and we will continue to have monthly events for the community. In some instances, we are having schedule issues due to staff challenges in and around our community.
- December included:
 - Morning Call
 - Breakfast with Santa
 - Holiday Lighting Contest
- January will include:
 - Morning Call
 - Evening on Ice
- Future events being planned:
 - Monthly Morning Call
 - Social Oak Social event with Board (February)
 - Wildlife education (March)
 - Community Yard Sale (May)
 - Town Clean-up Day & Hard to Recycle Event (May)
 - Community Camping Trip (June?)
 - Pumpkin Patch (Oct)
 - Trick or Treat Street (Oct)

- **Covenant Control:** Three (3) homes were given warnings for violations to the rules and regulations. Violations were not issued to these homes for receiving their first notice.

- **Bicycle Racks:** We have reached out to an organization to supply replacement bicycle racks. A deposit is required for production and we are waiting for this payment to be processed by the accounts payable division. Payment was requested mid-December.

- **Design Review Administrator:**
 - Continued training between new and existing DRB Administrators
 - Review of submittals for 12/15/22 DRB Meeting and Preparation of meeting documents.
 - Mockup Reviews. No approvals at this time, pending corrections.
 - Started creating SOP Documents for changes to DRB file management
 - Started tracking potential Guideline revisions based on outdated information and updates to comply with latest PUD.

- Drafted template for improved project management of Active DRB projects.
- Staff review and approvals of minor CDCs and MEIs: solar, business signages, trim detail revisions, deck expansion
- Construction Compliance site inspections and corrections