**Date:** June 24, 2020

**To:** Jim Wiler, President

 Terry Beebe, Vice-President

 Linda Kole, Director

 Chris Gober, Director

 Karen Erickson, Treasurer

**From:** Teresa Downing, Secretary

**CC:** Les Kole, Architectural Review Committee Chairperson

 Wildfire Adapted Partnership, Council Representative

 All Owners with email

**Website for Deer Valley Estates:**  www.deervalleyestates.net

**Re:** Minutes of the Deer Valley Estates (DVE) Board of Directors Meeting held June 17, 2020

The Board of Directors meeting was brought to order at 6:30 PM on June 17, 2020 via Zoom video conference. Directors present were Jim Wiler, Terry Beebe, Linda Kole and Chris Gober. Bill Swapp was not present. John Beebe, Les Kole and Paul and Betsy Romere were present. Teresa Downing was present.

Jim Wiler, President, called the meeting to order.

**Opening Remarks** – Jim Wiler

* Additions/Deletions to Agenda
* Additions to New Business –

D. Bill Swapp resignation letter

**Minutes of the May 2020 Board Meeting** – All

* Terry Beebe motioned to approve the May 20, 2020 DVE Board of Directors Meeting Minutes. Linda Kole seconded. Approval was unanimous.
* Chris Gober motioned to approve the June 11, 2020 DVE Board of Directors Special Meeting Minutes. Terry Beebe seconded. Approval was unanimous.

**Treasurer’s Report** – Karen Erickson, not present (as reported by Terry Beebe)

The following figures as of June 2020 for FY 2019-2020.

* Revenues - $74,099.73
* Expenditures - $11,257.38
* Reserve Fund Total - $27,851.56

**Architectural Review Committee Report -** Les Kole

* Lot 47 – Fence Lot 5 – Concrete pad, apron and sidewalk

**Welcome Committee Report** – Lucy Ruduski/Lori Swapp

* The Welcome Committee has no visits scheduled at this time.

**Wildfire Adapted Partnership Report** – Les Kole

* Wildfire Adapted Partnership has had a reduction in workforce.
* Board of Directors Meeting, June 24, 2020
* Follow WAP activities, programs and sign up for Enews at info@wildfireadapted.org

**OLD Business**

High-Speed Internet Update – John Beebe

* Nothing to report at this time.

Roadwork Update – Chris Gober

* Summary of road work is attached.
* Majority of Owners happy with road work.
* Survey from Owners to help with future three-year plan, possible Nextdoor survey.
* Thank you to the Road Maintenance Committee for their many hours of hard work and commitment.
* Chris Gober to make follow up thank you calls.

**NEW Business**

Discussion regarding Annual Meeting– All

* ZOOM meeting to take place at 1:00 PM.
* Contact the Lions Club to release the date August 1, 2020.
* Packets to be mailed by July 3, 2020.
* Betsy Romere has offered to tally the ballots.
* Final President’s Letter by June 23, 2020.
* No interest in Board of Director positions. BOD will leave positions open until after the Annual Meeting, August 1, 2020.

Fencing Project– Linda Kole

* L&L Fence have all weekends booked through October. July is open, but need payment within 30 days of completion. Estimate update for H braces and T posts should be available soon. Fence estimate is approximately $9,000.00.

Chris Gober made a motion to move the fence project to Spring/Summer 2021. Terry Beebe seconded. Four Yays, motion passed.

2020/2021 Budget – Terry Beebe

* Need roadwork and fence numbers to complete 2020-2021 proposed budget for Annual Meeting Packets.

Bill Swapp Resignation – Jim Wiler

* Bill Swapp resignation letter effective June 17, 2020.
* Thank you Bill, for your service and commitment to DVE.

**Reports**

1. Snow Plowing
* The current snow plow contract ends this year. Linda Kole will

ask the current snow plow contractor if interested in a new contract with current rates.

Does he prefer a three-year contract or year to year?

The Board is in agreement with a new contract with current contractor.

1. Work Days
* In the Spring, the culvert on Upper Beaver Creek will be addressed, it is possibly covering a phone line.
1. Road Maintenance
* See Roadwork update under Old Business
1. Annual Meeting
* See New Business
1. Right of Way Committee
* Thistles were sprayed and ditches cleared before roadwork started.
1. Special Projects
* None at this time
1. Review Planning Calendar
* Review upcoming BOD Meeting dates
1. Property Owners List
* No changes at this time
1. Fencing
* See New Business

**Discussion** – Open Forum

Chris Gober to renew web hosting subscription. There is still $242 available on Subway gift cards to be used during Work Days.

Next DVE Board Meeting – Wednesday, July 29, 2020

* **Adjournment**

The meeting was adjourned at 8:32 PM

**2020 Road Maintenance**

**RMC Final Report**

**Summary:**

The Road Maintenance Committee consisting of Bill Swapp, Chris Gober, and Les Kole began meeting in March 2020 to develop a scope of work, and a Request for Proposal for this year’s road work to be sent out to potential bidders. The initial budget approved was **$54,176.00**. The RFP was sent out to four different companies on March 19, 2020. The bids we received on April 10, 2020 were all over our budget and thus rejected by the Board. The committee developed several new recommendations based on these initial bids and forwarded them to the Board. The board met several times in April and May to discuss the new recommendations. Ultimately the Board decided to have 2 inches of gravel installed on Upper Beaver Creek (top of Romere Hill to the cul-de-Sac), Elk Valley, and Wieland. The remaining sides roads would be bladed and crowned to ensure proper drainage. All the ditches of these roads would also be bladed as needed to provide adequate drainage. On May 4,2020, the Board approved a budget of **$54,354.74** for the project and the amended RFP was sent out to 7 different companies. F&M Construction was awarded the contract in the amount of **$15,300.00** for the road work, C&J Gravel was awarded the contract in the amount of **$24,684.25** for the gravel, and Desert Mountain was awarded the contract in the amount of **$12,896.86** for the road chemicals. The road work was scheduled to begin on June 11, 2020. Throughout the entire project members of the RMC met with F&M Construction each morning to discuss the daily work plan, and any issues or concerns that may have arisen during the project.

**Synopsis of Work:**

On Monday June 8, 2020 members of the RMC meet with representatives from F&M Construction to determine if there would be enough water in Beaver Creek to support the project. It was determined that Beaver Creek had enough water in the pond, and flow to support the project and that we would not need to haul in water.

F&M began the road work on Tuesday June 9, 2020. That morning members of the Road Maintenance Committee meet with F&M to discuss the project. F&M began by blading and grading all of roads that were to receive work this year, and blading ditches as needed. This work continued for three days and was completed on Thursday June 10, 2020. On Thursday morning in our discussions with F&M, we learned that the gravel was being delivered in end dumps instead of belly dumps, this is due to the inadequate turn around space for the belly dumps to be able to turn around in a timely fashion without creating a backup. Having the end dumps deliver the gravel increased the number of trucks from 64 to 98 truckloads. This increase is because end dumps only carry 15 tons of gravel compared to the 24 tons of a belly dump. The RMC also learned that there was not enough gravel on Sawmill for the grader to create a proper crown. At 3:00 P.M. a meeting was held between the RMC and F &M Construction to discuss the problem found on Sawmill. At the meeting we discussed recommendations for Sawmill, and drove the neighborhood and discussed the issue of not being able to crown Log, Cabin, Stagecoach, and Spur Lane due to the lack of available gravel along the side of the roads to pull up to create a proper crown. This information was reported back to the Board, and a special meeting was held Thursday afternoon. At the meeting, the Board approved adding Sawmill to this year’s work plan, and the increase for the end dumps in the amount of **$6,366.26**. This increase brought the new budget for the project up to **$60,721.00**. F&M was informed of the Board approving adding Sawmill, and did not have any issues, and ensured the RMC that the work would be completed by Wednesday June 17, 2020 as originally discussed.

On Friday June 12, 2020 C&J Gravel began delivering gravel, the placement of the new gravel was coordinated by F&M Construction. The gravel delivery continued throughout the day and by the end of the day new gravel had been placed on Wieland and a majority of Upper Beaver Creek.

C&J Gravel resumed delivery of the gravel on Monday June 15, 2020.and by the end of the day Upper Beaver Creek, a portion of Elk Valley, and a Sawmill were completed. At approximately 1100 the grader had a mechanical failure and needed repairs, causing an approximately 2-hour delay in the ability to spread the gravel as it was being delivered. F&M construction responded quickly to this and had another grader brought in to complete the project. Tuesday June 16, 2020 work consisted of C&J gravel completing the delivery of gravel and F&M ensuring all the roads within the work plan had the proper crown and were ready for the DMC 730 to be applied Wednesday Morning. By the end of the day all roads in the work plan had been bladed, crowned, and new gravel applied as outlined and noted in the contract.

Tuesday afternoon the RMC learned that the cul-de-sacs at the end of Beaver Creek, Elk Valley, and Wieland were not included in the original allotment of gravel, at which time C&J Gravel was contacted, and was asked to deliver three additional truckloads of gravel Wednesday morning. Tuesday afternoon the RMC conducted an inspection of the work completed up to this point to ensure that the roads met the specifications as outlined and modified in the work plan, and any discrepancies could be corrected prior to the application of the DMC 730. We did find a couple of minor issues, that were quickly corrected by F&M Construction.

Wednesday June 17, 2020 work consisted of the three additional truckloads of gravel being delivered for each of the cul-de-sacs. There was a delay in the delivery due to only one truck being assigned to the project whereas in days prior there were multiple trucks assigned. However, this delay did not create any delays of the application of the chemical. As the cul-de-sacs were having the gravel applied and compacted Desert Mountain began applying the DMC 730 to all the roads that received work this year. The chemical application began at approximately 9:00 A.M. and was completed by 1:00P.M. It was discovered that there were several areas that did not receive any chemicals. These consisted of the cul-de-sacs at the end of Wieland and Beaver Creek, along with an approximately 50 feet at the end of Stagecoach. This lack of application was due to several factors, ranging from a discrepancy in the initial plan, to running out of chemical. The RMC will take this into consideration for future road work plans. There was some discussion between the RMC and the Board about having Desert Mountain deliver more chemical to complete the project, but the issue would be hiring a water truck to ensure the gravel has the adequate moisture content for the application of the DMC 730. Wednesday afternoon the RMC completed a final inspection of the work for final approval. We determined that the work met the specifications as outlined in the contract, the discrepancies of chemical application already mentioned being the only expectations.