**Board of Directors Meeting**

Wednesday December 13, 2023 – **3:00 PM**

Wagner Residence, 617 Beaver Creek Drive and VIA ZOOM

 **Meeting Minutes**

**Called to Order:** *3:06 PM by Mark Wagner, President*

**Attendees:** *Mark Wagner, Les Kole, Michael Blankenship, Kathy Rall****,*** *Paul Romere, Betsy Romere, Linda Kole, John Beebe, Terry Beebe and Beverly Wagner*

**Welcome/Introductions**:

*Thank you all for joining us!*

**Approval of the Agenda:**

*No changes or additions*

**Approval of Minutes:**

Approval of October 18, 2023 Board Meeting minutes: *Les motioned, Kathy second, approved 4-0.*

Approval of November 7, 2023 Special Board Meeting Via Email Minutes: *Kathy motioned, Les second, approved 4-0.*

**Treasurer’s Report –** Paul Duggan (as reported by Mark Wagner in Paul’s absence)

* Review and Approval of the 11/15/2023 Treasurer’s Report - *Mark; all assessments are current. All reserve funds are tied up in cd’s currently.*
* Review and Approval of the 12/13/2023 Treasurer’s Report *Kathy motioned to approve both Treasurer’s Reports, Michael second, approved 4-0.*

**Committee Reports**/**Board Reports**

1. Architectural Review Committee – Bill Swapp *No Report*
2. Welcome Committee – Lori Swapp *NO REPORT*
3. Road Maintenance Committee – Michael Blankenship

*Michael- a bit of washboarding throughout the roads. Road signs have been posted. Y (BCD & Elk Valley) & Log Cabin signs still need to be refinished.*

1. Snowplowing – Mark Wagner

*Mark- Chuck has been out here twice, plowed a few roads including Sawmill. John Beebe- with the next snow storm, its supposed to be warm and probably don’t need to plow it so clean. Paul Romere- Bradford filled in the culvert and needs to clean it out- Mark will notify him to clean it out.*

1. Firewise – Les Kole

*Annual update for the National Firewise has been completed and we received our certificate. Recent update on CWPP, had an action list for us to look at; suggestion was to revisit and redo another evacuation exercise, Les contacted EM for the county and they are planning to hold one the week of April 22nd, and will coordinate an event for DVE in conjunction****.***

1. Front Gate – Les Kole

*Les; gate crossarms and support pieces, 2 are broken and need to be rewelded.*

1. Workdays – Mark Wagner
* Potential Workday on Saturday December 16th
* Critical Culvert Marking (also see New Business)
* Pot Holes on Lower Beaver Creek

*Mark; workday next week needs to include the welding on the gate, have critical culverts that need to be marked; Sawmill. We need welders, and rebar pounders and pothole fillers.*

1. Calendar Review – Mark Wagner

*Mark- income tax due Jan 31, 2024, any comments please email Mark.*

**Old Business**:

1. Review Reserve Fund *Mark- all monies are in cd’s now.*

**New Business**:

1. Critical Culvert Marking – Rebar and PVC Pipe Supplies (Rebar Sleeves)

*Mark; rebar with orange sleeve for culvert marking. Schedule 40 pvc pipe for critical culvert markings for Chuck? Does Chris Gober still have any rebar left? John- do we want to put sleeves around all rebar? Yes, for safety reasons.*

*Allocate some funds for this project; $300 max. This project is only for culverts that cross the road and need to be marked, up to 12. Approval; Michael motion, Kathy second, carries 4-0, new line on the road account for the budget.*

**Discussion** – Open Forum

*Terry Beebe-the gate has been left open too long. The gate is currently stuck open because the post is bent back and misaligned. Mark- working on keeping the gate closed the majority of the time. Normally as soon as asphalt is clear, gate is closed. We have talked about putting cameras up around the trash can. Signage re: security cams.*

*Les-When are we going to have a strategic planning meeting? Mark scheduled it for April, or could be feb, mar.*

*Terry- we used to do planning meetings right after new board of directors were established. What about fishing for board of directors?*

**Adjournment-** *4:22 Kathy**made the* *Motion*

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| --- |
|  **DEER VALLEY ESTATES PROPERTY OWNERS' ASSOCIATION** |
|  |
|  **FINANCIAL STATEMENT** | **2023-2024** | **2023-2024** |  |
| **Cash Balance as of 10/1/23 (carryover)** |  |  **$ 1,529.49**  |  |
|   | **Budget** | **Actual** |  |
| **REVENUES** | **9/30/2024** | **12/13/2023** |  |
| **Gross Annual Assessment Income - 84 Lots - $70/Month** |  **$ 70,560**  |  |  |
| **Discount for annual pre-pays (estimate 75 lot owners)** |  **$ (2,250)** | **(1,980.00)** |  |
| **General Assessments income** |  **$ 68,310**  | **61,420.00**  |  |
| **Assessments paid beyond FY**  |  **$ -**  | **155.00**  |  |
| **Gate Transmitters** |  **$ 300**  | **0.00**  |  |
| **Interest - Bank Account Earnings (checking )** |  **$ 30**  | **1.48**  |  |
| **Lot Transfer Fees** |  **$ 100**  | **0.00**  |  |
| **Mosquito Control Pellets** |  **$ 250**  | **0.00**  |  |
| **Other Income** |  **$ 36**  | **25.00**  |  |
| **TOTAL REVENUES (not including trash -- see below)** |  **$ 69,026**  | **61,601.48**  |  |
|   |   |   |  |
| **EXPENDITURES** |   |   |  |
| **Administration Costs (**Bank Fees, Copying, Postage, Zoom |  |  |  |
|  P.O. Box, State Corp. Fee, Supplies) |  **$ 500**  | **15.00**  |  |
| **Annual Meeting - Meeting & Refreshments** |  **$ 100**  | **0.00**  |  |
| **Bridge Inspection** |  **$ -**  | **0.00**  |  |
| **Bridge Repair** |  **$ -**  | **0.00**  |  |
| **Federal Taxes - Tax on Interest Income** |  **$ 150**  | **0.00**  |  |
| **Legal Fees**  |  **$ 2,000**  | **0.00**  |  |
| **Liability Insurance** |  **$ 1,350**  | **1,352.00**  |  |
| **Mailbox Project** |  **$ -**  | **0.00**  |  |
|  Concrete |  **$ -**  | 0.00  |  |
|  Other Materials |  **$ -**  | 0.00  |  |
| **Mosquito Pellets** |  **$ -**  | **0.00**  |  |
| **Reserve Fund** |  **$ 2,049**  | **0.00**  |  |
| **Road Maintenance:** |   |  |  |
|  Road Signs | 0  | 0.00  |  |
|  Equipment Pad Maintenance | 0  | 0.00  |  |
|  **Spring Road Maintenance** | **46,927**  | **0.00**  |  |
|  Binder | 17,363  | 0.00  |  |
|  Gravel | 20,648  | 0.00  |  |
| Preparation | 8,916  | 0.00  |  |
|  Misc. | 0  | 0.00  |  |
|  Snow Removal | 15,000  | 0.00  |  |
|  Weed Control - Spraying Easement | 300  | 0.00  |  |
| **Road Maintenance Total** |  **$ 62,227**  | **0.00**  |  |
| **Security:** |  |  |  |
| Electricity for Entrance Gate & Light | 350  | 74.38  |  |
|  Fencing | 200  | 0.00  |  |
|  Gate, Locks & Entrance Light Maintenance | 100  | 0.00  |  |
|  Gate Transmitters | 0  | 0.00  |  |
| **Security Total** |  **$ 650**  | **74.38**  |  |
|  **TOTAL EXPENDITURES (not incl. trash -- see below)** |  **$ 69,026**  | **1,441.38**  |  |
|   |  |   |  |
| **NET GAIN (LOSS) [Revenues - Expenditures]** | **$0**  | **60,160.10**  |  |
| **Ending Balance -- General Assessment Account** |  | **61,689.59**  |  |
|  |   |   |  |
| **TRASH ACCOUNT** |   |   |  |
| **Trash Carryover as of 10/1/23** |  **$ 2,674**  | **2,674.12**  |  |
| **Trash Revenue - $12.00/Month (58 Residents)** | 11,160  | 9,960.00  |  |
| **Trash Dumpster Rent / Disposal - WM** | 10,320  | 2,400.00  |  |
| **Ending Balance -- Trash Account** |  **$ 3,514**  | **10,234.12**  |  |
|  |  |  |  |
| **ENDING CASH BALANCE FY 9/30/24 -- General Assessment Account + Trash Account** |  **$ -**  | **71,923.71**  |  |
|  |  |  |  |
|  |  |  |  |
| **RESERVE FUND** |  |
| **Reserve Fund (42 month CD issued 8/2/21, matures 2/2/25)** |  | **6,072.22**  |  |
| **Reserve Fund (27 month CD issued 11/2/23, matures 2/2/26)** |  | **12,425.03**  |  |
| **Reserve Fund (42 month CD issued 11/7/23, matures 5/7/27)** |  | **14,861.07**  |  |
|   | **Reserve total** | **33,358.32**  |  |