**Board of Directors Meeting**

Wednesday February 21, 2024 – 6:00 PM

VIA ZOOM

**Meeting Minutes**

**Called to Order:**

**Welcome/Introductions**:

Opening Remarks

*Mark; Meeting called to order at 6:06*

*Attendees: Mark Wagner (President), Kathy Rall (Board Member), Les Kole (Vice President), Michael Blankenship (Board Member), Linda Kole, John & Terry Beebe, Mike Sager, Shelly Faris, Paul & Betsy Romere.*

**Approval of the Agenda:**

*Mark- No changes*

**Approval of Minutes:**

* Approval of January 17, 2024 Board Meeting minutes

*Michael motioned to approve, Kathy 2nd, motion carries 4-0*

**Treasurer’s Report –** Paul Duggan

* Review and Approval of the February 21, 2024 Treasurer’s Report

*Paul: Not present. Interest of .61 savings, $2025 snow plow invoice from Jan, gate and light electric, Waste Mgmt fees increase from $800 to $880 (as per contract). Federal taxes were filed, $11 due on interest. Lot 32 is for sale again, sold and cash deal closing this week which means lot transfer fee coming in. Motion to approve the Treasurer’s report made by Les, Michael 2nd, motion carries 4-0.*

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

1. Architectural Review Committee – Bill Swapp

*No report*

1. Welcome Committee – Lori Swapp

*No report*

1. Road Maintenance Committee – Michael Blankenship

*Michael - Normal wear and tear, info from John and Brian to build a scope of work. Adding Tom Angevine to the Road Maintenance committee.*

*Scope Of Work- reviewing main thoroughfares and Upper Beaver Creek and Elk Valley. Going to approach Gosney to have them come back and continue doing the work on the roads. Elk Valley and Log cabin needs to be updated.*

*We are underway for Spring road maintenance and meet with the group.*

*Les - will posts match the arms of the road signs? Michael- yes.*

*Shelly - Will be bidding for the road work? Michael- we are not anticipating the level of work accomplished last year.*

*Kathy - What are the limits for having to go out to bid? Michael - For this year’s project we do not need to bid the project, we can NO BID because we are a private entity.*

*John - we will have some projects that we don’t have current vendors for.*

*Les - does comments about seal coating include “Romere” hill, and from the bridge to the dumpster? Michael & John – yes.*

*Shelly- PAP did the last asphalt sealing, Angevine had them do their driveway and had a very bad experience. Sasquatch bought the PAP asphalt seal coating portion of their business.*

1. Snowplowing – Mark Wagner

*Mark - Feb invoice, 2/2, 2/9 only 2 passes for February so far.*

*John - accolades for the last time we requested the snow plowing.*

1. Firewise – Les Kole (See New Business)

*Les- New Business*

1. Calendar Review – Mark Wagner

*Mark- Still in winter, March 20, next Board meeting.*

*Spring housekeeping letter towards the end of March*

*John - April is weed spraying time and needs to be added to the schedule.*

*Mark - Les and I have reviewed the sprayer and talked about the schedule for weed spraying.*

**Old Business**:

1. Bollards Installation Update

*Mark - Bill Silva across the highway on 160, he had the equipment to enable the Bollard project to be completed. Yellow bollard covers are on the way from New Jersey.*

**New Business**:

1&2 Update on DVE Evacuation Practice/Drill scheduled for April 25, 2024

*Les - Flyer: Thursday April 25, 1pm to 3pm, log on to register as per the banner instructions.*

*Will be releasing our POL to the County so they can send notifications to each email.*

*The county will Park the van or trailer at the entrance near the dumpsters.*

*Mark will send out the flyer via email - every other week until April - send flyer out weekly.*

1. Appoint Tom Angevine as a Member of the Road Committee

*Les made the motion, Kathy 2nd, motion carries 4-0. Mike Sager is a member of the road committee and was asked to verify if he wants to continue as a member.*

**Discussion** – Open Forum

*Shelly – wants to send thank you to Chuck for snow removal this year.*

**Adjournment**

*Move to adjourn at 6:38, Michael motioned and Les 2nd.*

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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** | **2/21/2024** |  |
| **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** | **63,100.00** |  |
| **Assessments paid beyond FY** | **$ -** | **155.00** |  |
| **Gate Transmitters** | **$ 300** | **0.00** |  |
| **Interest - Bank Account Earnings (checking )** | **$ 30** | **2.70** |  |
| **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** | **63,282.70** |  |
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| **EXPENDITURES** |  |  |  |
| **Administration Costs (**Bank Fees, Copying, Postage, Zoom |  |  |  |
| P.O. Box, State Corp. Fee, Supplies) | **$ 500** | **68.00** |  |
| **Annual Meeting - Meeting & Refreshments** | **$ 100** | **0.00** |  |
| **Bridge Inspection** | **$ -** | **0.00** |  |
| **Bridge Repair** | **$ -** | **0.00** |  |
| **Federal Taxes - Tax on Interest Income** | **$ 150** | **11.00** |  |
| **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 | 3,375.00 |  |
| Weed Control - Spraying Easement | 300 | 0.00 |  |
| **Road Maintenance Total** | **$ 62,227** | **3,375.00** |  |
| **Security:** |  |  |  |
| Electricity for Entrance Gate & Light | 350 | 126.45 |  |
| Fencing | 200 | 0.00 |  |
| Gate, Locks & Entrance Light Maintenance | 100 | 0.00 |  |
| Gate Transmitters | 0 | 0.00 |  |
| **Security Total** | **$ 650** | **126.45** |  |
| **TOTAL EXPENDITURES (not incl. trash -- see below)** | **$ 69,026** | **4,932.45** |  |
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| **NET GAIN (LOSS) [Revenues - Expenditures]** | **$0** | **58,350.25** |  |
| **Ending Balance -- General Assessment Account** |  | **59,879.74** |  |
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| **TRASH ACCOUNT** |  |  |  |
| **Trash Carryover as of 10/1/23** | **$ 2,674** | **2,674.12** |  |
| **Trash Revenue - $12.00/Month (58 Residents)** | 11,160 | 10,290.00 |  |
| **Trash Dumpster Rent / Disposal - WM** | 10,320 | 4,080.00 |  |
| **Ending Balance -- Trash Account** | **$ 3,514** | **8,884.12** |  |
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| **ENDING CASH BALANCE FY 9/30/24 -- General Assessment Account + Trash Account** | **$ -** | **68,763.86** |  |
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| **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** |  |

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| **SAVINGS ACCOUNT** | | |
|  |  | **Actual** |
| **Beginning Balance - 9/30/2021** |  | **9.73** |
| **Road Fund - transfer unused budget amount in - 6/27/22** |  | **49,610.11** |
| **Interest - October 1, 2021 - present** |  | **85.21** |
| **Transfer Road Fund FY 22 Monies for FY 23 Road Work 5/18/23** |  | **(15,537.50)** |
| **Transfer Road Fund FY 22 Monies for FY 23 Road Work 5/25/23** |  | **(30,530.55)** |
| **Total Remaining in Savings Account** |  | **3,637.00** |