

Draft
Eagle Ridge @ Brown Ranch Owners Association
August 17, 2021 2:00 P.M. (MST) / 4:00 PM (EST)
Via Zoom Call
AGENDA

1. Roll call, determination of quorum and certification of proxies. Diane Rimple, Parcel 1, Frank Novel, Metropolitan Capital, Parcels 2,3,4,5, 14,15, Dean Zebak, Parcel 7, Michael Magers, Parcel 10, Nancy & Shawn Pecor, Parcel 11, Barry Morgan, Parcels 12 & 13
Absent: Michael & Michelle Whitney, Parcels 6 & 9, Kyle Alston, Parcel 8
12 out of 15
Meeting was called to order at 2:07 PM
2. Motion to approve/waive notice of meeting.
Diane Rimple made a motion to approve the notice of the meeting. Nancy Pecor seconded and motion passed unanimously.
3. Determination of quorum. There were more than 50% of the members present, a quorum has been met.
4. Approval of Agenda: ***Diane Simple made a motion to approve the agenda. The motion seconded by Nancy Pecor and passed unanimously.***
5. Introduction of HOA Manager: Judi Balkind – Jarmik Property Management Inc. Judi Balkind introduced herself and her 20+ years’ experience in HOA Management.
6. Nomination of Board or Directors – NO By-laws – 4 board positions: President, Vice President, Secretary, Treasurer
Frank Novel made a motion to have the board comprised of 3 Directors and 3 board positions with the Board composed of 3 – President – Vice President – Treasurer/Secretary. Mike Magers seconded and motion and the motion passed unanimously.
Mike Magers made a motion to nominate Frank Novel as President – Diane Rimple seconded and motion passed unanimously.
Diane Rimple made a motion to nominate Mike Magers as Vice President - Frank Novel seconded, all in favor and motion passed unanimously.
Mike Magers made a motion to nominate Nancy Pecor as Treasurer/Secretary – Frank Novel seconded, all in favor and motion passed unanimously.
The terms will be for a one year term.
 - Nomination of Design review committee – no less than 3 no more than 5 –nominated by the board
 - Frank Novel suggested that the focus for this committee be on design, and limit on square footage. Frank suggested that the committee consist of an architect, engineer, or construction design people. ***Diane Rimple made a motion to delay the DRB committee until we have by-laws set up. Frank Novel seconded the motion and the motion passed unanimously.***
7. Old Business:
 - a. Grazing lease – review and discuss continuation of the lease. Frank Novel noted that by allowing the lease each owner gets a tax break for doing this. Check this out with council before continuing. Dean Zebak noted that he has had his lot for 7 years, and Dean stated it saves in property taxes.
8. New Business:
 - a. **Reminder:** Dues paid to **Brown Ranch Road Maintenance Association (RMA)** – Special assessment (4 Year assessment) each owner is charged an annual fee of \$1600.00 - Invoiced on January 1 and made payable by January 31
 - b. **Reminder:** Dues paid to **Brown Ranch RMA** – Annual dues –each owner is charge an annual fee of \$1,100.00 – Invoice on January 1 made payable by January 31
 - c. Review and approve 2021 Budget and Dues: Budget was reviewed by the members and discussion ensued.

- Legal Fees – hire an attorney to produce By-Laws for the association
- Website – set up HOA on Jarmikproperties.com
- Accounting services: Jarmik Property Management
- Repairs to gate: Estimate \$500
- Road Maintenance: Grading & grading of road – every few years – budget 5K for 3 years
- Snow removal roads: Budget based on actuals for 2021 – will vary according to levels of snow
- Insurance: Directors & Officers, general liability insurance – Renewed 8/21
- Tax Returns – filing of tax return
- Reserve Account: discuss setting up a reserve account for future capital expenses – suggest at 10 or 15% of the operating accounting.

Frank Novel made a motion to approve the increase of the annual dues to 800/year Mike seconded the motion. A vote was taken. Nancy Pecor abstained and all other members approved. The motion passed. The dues will be assessed on Sept 1st, 2021

Other: Barry Morgan asked what is our affiliation with Brown Ranch Road Maintenance Association and their decks docs and by-laws. Frank Novel said we attend their annual meeting and have votes.

9. Next meeting date and place: TBD within 60 days
10. Adjournment Frank Novel made a motion to adjourn the meeting.

Respectfully submitted,

By: _____
Judi Balkind, Jarmik Property Management, Inc.