

ANNUAL MEETING MINUTES
Two Rivers Homeowners Association
January 18, 2018 6:30 p.m.

Notice of Meeting: Notice of Meeting was mailed on December 22, 2017.

Call to Order: The meeting was called to order at 6:32 p.m. by Patrick Wirta, President.

Introductions: Patrick Wirta, introduced all present board members: Erica Olsen, Wil Smoke, Dennis Dillon, Joe Mueller, Jennifer Meyers, and Brandon Juarez.

Quorum: Quorum is achieved when 10% of the total number of lots is represented in person or proxy. 354 total lots. 35 lots present constitute quorum. 70 homes were present 42 in person and 28 by absent owners' proxies.

Parking Lot: Patrick reported on the progress of the parking lot, and informed homeowners that there would be no questions answered during or after the meeting, as the Parking Lot is in Litigation, and there is no news currently. He reviewed where the Litigation is at. A motion to dismiss was filed. Costs are capped and there is nothing new to report. The Board will update the membership, via Constant Contact, when we can do so without jeopardizing the pending litigation.

Voting: Open seats that will be voted on tonight. There are three open seats in the association. One (1) Rivermoor seat, One (1) Island seat, and One (1) Main seat.

Minutes: 2017 Annual meeting minutes were reviewed. **Motion:** A Motion was made to approve the minutes of the January 18, 2017 Annual Meeting as presented. (Wirta; Torre; passed via acclimation)

President's Report: President Patrick Wirta provided a summary of the issues addressed by the Board during 2017, and spoke briefly about the following items:

- The Board solicited bids for a new landscape contractor, and selected a new provider for 2018.
- The HOA incurred \$50,000.00 in unforeseen costs due to snow removal, tree issues, irrigation repairs, and tree removals.
- The Board hired a contractor to clean out the berms, because they had not been cleaned out in five years.
- The HOA dues were increased for 2018 due to the increase in unforeseen costs. The Board apologized for not sending out a prior notice of the increase.
- Patrick also thanked previous President, Victor Miller, for his time and dedication to the Board and HOA.

Homeowner Feedback:

- Two homeowners expressed concern over the removal of dead underbrush along Two Rivers Drive and S. Channel Way. Both homeowners felt the removal extended beyond the originally stated goal in the e-mail communication by the Board. Patrick volunteered to meet with one of the homeowners following the meeting.
- A couple homeowners expressed frustration over transparency and asked for additional communication from the Board to the members.

Financial Report: Treasurer Erica Olsen presented the 2017 Two Rivers Financial Report, and spoke briefly about the following items:

- In 2018, the HOA will likely incur an \$8,000 increase in grounds maintenance fees.
- The HOA will likely see a decrease in utilities fees in 2018 due to the conversion to LED lighting and maintenance to increase irrigation pump efficiency during 2017.
- The anticipated reserve spending is estimated to be \$26,000 in 2018, and the Board hopes to add approximately \$19,000 in the reserves during 2018.

Motion: A Motion was made to accept the financials as presented. (Passed by acclimation).

Nominations and Voting for the Board of Directors:

- **(Main) Dick Torre.** Self-nominated for director, spoke about qualifications and desire to serve on the board to the members.
- **(Island) Jennifer Meyer.** Self-nominated for director, spoke about qualifications and desire to serve on the board to the members.
- **(Rivermoor) Dennis Dillon.** Self-Nominated for director, shared about himself, declined the position, and nominated Kevin Zasio for the Rivermoor Seat.
- **(Rivermoor) Kevin Zasio.** After being nominated by Dennis Dillon, spoke about qualifications and desire to serve on the board to the member.
- **(Main) Craig Kvamme.** After being nominated by Dennis Dillon, spoke about qualifications and desire to serve on the board to the member.
- **(Main) Antonio Marcel Conti.** Self-nominated, was not present.

Committee Reports/Future Projects

The Board reported on the activities of the current committees, and identified areas of improvement and projects for 2018. During the committee reports, the following items were discussed with the members:

Water Acquisition

The HOA installed an automated headgate at the river to better manage water usage during the irrigation season. Used 9% of 200-acre feet of water that was purchased as additional insurance during 2017. Plan to purchase the same 200-acre feet this year as insurance against a drier year or potential drought.

Ponds and Waterfalls

The HOA replaced two waterfall pumps. Due to the record amount of snow, ponds remained full and algae/weed free during the year. Aerators on Pond 3 continue to provide clean water for irrigation. The HOA will need to consider repairing or possibly replacing the main valve on Pond 3 (clubhouse), that feeds the pump station. Pond Pro continues to provide excellent service, and will begin their third year maintaining the HOA's ponds and waterfalls.

Landscape

All Red Tip Photinias and other shrubs that died during the winter have been removed from the common areas (approximately 400). Over 40 trees were removed from the subdivision due to winter damage, age, or because they may pose a hazard to personal property - majority of the trees were Poplars and Deodar Cedars. There are still approximately 425 Poplars remaining that will need to be removed in the near future because they are approaching the end of life, pose a hazard, or are damaging additional landscape. The estimate to remove all remaining poplars exceeds \$500,000, so the HOA will need to develop a plan to remove the trees, likely over a five year period of time. The berms along the boulevards and all trees within were limbed up and raked for the first time in five years. The trees that are currently in the berms are very crowded and will need to be thinned to give the remaining trees room to grow. The HOA also had the dead shrubs outside the pool fence removed and landscaped the interior bed in the pool area.

2018 Improvements and Projects

The Board intends to improve communication with the homeowners by providing more timely and transparent communication. The Board intends to use Constant Contact, the website, and email to communicate with the members.

Projects

Resolution of Lawsuit with City of Eagle

New Carpet Installation – Clubhouse Renovations

Repair/Replace main intake valve Pond #3

Waterfall Pump Replacements

Pond #2 Aeration

Landscape Around Pool Fence

Additional Tree Removal (Boulevards and Common Areas)

Consider 5 year plan to remove remaining Poplar trees within Two Rivers.

Open Board Meeting Policy

Homeowner Attendance at Two Rivers HOA Board Meeting:

If a homeowner has an issue, a complaint, or concern about association business, that they would like to discuss with the entire board, the homeowner needs to contact Sentry Management. The HOA's management agent at Sentry will put the homeowner on the agenda for the next board of directors meeting where the homeowner can discuss the issue(s).

Homeowners are welcome to attend regular monthly Board meetings to get a better understanding of how the Board manages the business of the HOA. However, some items discussed during a board meeting may require the board to go into executive session, and all attendees will be asked to excuse themselves. Items discussed during an executive session are usually of a legal or sensitive nature, and cannot be discussed with all members. For example, during an executive session, the Board may discuss pending litigation with the HOA's attorney, billing and collections issues, or matters related specifically to an individual homeowner's issue.

While attending a monthly Board meeting, it is common practice that attendees will **observe only** and save any questions regarding the meeting until the end. This is to respect the elected board members' time and allow the board to conduct all business and

move through its agenda effectively and efficiently. The Board will then address any questions/concerns after the close of the meeting.

Questions and Recommendations:

The President and other board members provided the members in attendance with an opportunity to raise concerns and ask questions about the HOA.

Results: Kim Thomas, Judith Wright, and Joe Mueller Counted Ballots. Results were tallied and Kevin Zasio (Rivermoor), Craig Kvamme (Main), and Jennifer Meyer (Island) were elected.

Adjournment: Meeting was adjourned at 8:25 pm.