

## MINUTES OF THE PILGRIM DOWNS HOMEOWNERS' ASSOCIATION ANNUAL MEETING

The Pilgrim Downs Homeowners' Association Annual Meeting was held on August 12, 2016, at 5:00PM at the residence of Don and Georgia Gogel.

In attendance: Don and Donna Baumgartner, Michael Berman, Jan Burrow, Patti Carlson, Jim Errant, Joan Francis (two votes), Don and Georgia Gogel, Dawn Holmes, Catherine Kelley, Rick Maguire, Peter and Sarah Millet, Lesley Ann Murray, James and Lesa Childers - Ranch Manager, John Perkins - architect, Jeff Zechman - Eagle River Fire Department, and Chad Benson, CPA.

Proxies were obtained from David Bullock, John Dorn, Fred Emich, Joseph Kearn, Peter Lamy, Lindsay Lidge, Jeffrey Nuttall, Travis Traylor, and Douglas Zinser. A total of 11 owners were present and 9 proxies were received for a total of 20 owners represented (83.33%). It was determined that a quorum was present (50% required or 12 owners) and the meeting could proceed. Georgia Gogel called the meeting to order.

The agenda, the proposed budget and a copy of the meeting minutes from the prior year were sent to all owners prior to the meeting and were available for owners at the meeting.

The annual meeting minutes from the previous year were reviewed. A motion was made and seconded to approve the minutes as presented. Motion was approved.

### Board of Managers:

Michael Berman was nominated for re-election to the Board for a three year term. The motion was seconded. The nomination was approved unanimously.

Dawn Holmes was nominated for election to the Board for a three year term. The motion was seconded. The nomination was approved unanimously.

Georgia Gogel noted that Board Member Joseph Kearn would be stepping down from the Board. He is under contract to sell his home. It was agreed that the Board and the community owes Joe a great debt of gratitude for his service. There was unanimous support for the suggestion to provide Joe with a Certificate of Appreciation. Georgia will take care preparing the Certificate of Appreciation.

The Board of Managers is now comprised of the following owners:

Michael Berman – (term expires 2019)

Dawn Holmes – (term expires 2019)

Jim Errant – (term expires 2018)

Joan Francis – (term expires 2017)

Georgia Gogel – (term expires 2017)

The proposed budget for 2016-2017 was reviewed and discussed.

Common Area Dues will increase by \$175 per quarter per homeowner. It was noted that the Common Area Dues have not increased for several years. The increase in Common Area Dues is necessary because of increases in legal fees and the need to purchase new equipment.

Environmental Reserve Fund dues will increase by \$168 per quarter per homeowner. This is primarily due to purchasing new water meters that are required to comply with new regulations from the Division of Water Resources, and the installation of a dry hydrant. Increasing the Environmental Reserve Fund dues will help pay for the new projects and maintain the Environmental Preservation Fund at a \$250,000 level and the Emergency Reserve Fund at a \$150,000 level.

A question was asked about the "environmental legal fees" line item in the Environmental Reserve Budget. It was noted that it was for fees for Mike Sawyer to defend and protect the water rights of Pilgrim Downs properties.

It was brought up that it is rare to have an association that has not had an operating dues increase in several years. This is due to great fiscal responsibility and management by the board, and Jim Childers' ability to solve problems, make repairs, and run operations by himself without outsourcing the work.

A motion to approve the budget was made and seconded and the budget was unanimously approved.

New water meters requirement was discussed.

The Division of Water Resources sent notice to Pilgrim Downs that it must report water consumption on a monthly basis to the State of Colorado. This will require Jim Childers to go to each home every month to record water usage. To reduce Jim's time in recording water consumption the Board decided to have new digital water meters installed on every home so Jim can record data with a scanner. This system will be efficient and also provide the necessary reports that the Division of Water Resources requires.

Jim Childers will hire and supervise one plumbing company to install all water meters and each homeowner will be responsible for paying for their water meter installation. The installation will require each home's water to be shut off for several hours while its meter is installed.

Jim Childers noted that there have been very few cases of over consumption of water in Pilgrim Downs, but as a general matter, the State wants to closely monitor and regulate water use. Only well water will be measured; surface irrigation water will not be measured.

Eagle River Fire Protection District made a presentation.

Jeff Zechman from the Eagle River Fire Protection District made a presentation. His goal was to educate homeowners on fire mitigation. Fires are getting bigger and more intense and firefighters can't always fight them directly. Eagle River Fire Department did an assessment on the homes in Pilgrim Downs, including escape routes, structures, roofing materials, and surface fuels, and left brochures on doors. Creating a fire break in surface fuels can save a home during a fire. Eagle River Fire Department offers a home analysis and provides a 10 page report to any homeowner who is interested. They will provide recommendations and things to do to minimize loss in a fire. The report can also be sent to insurance companies.

John Perkins (Association Architect) mentioned he can recommend fire resistant roofing products to replace wood shingles. SNL Construction and TCC Roofing were both recommended as roofing contractors. It was also recommended that all homeowners keep their gutters and vents clean to help mitigate fires.

A question was asked about communications in Pilgrim Downs. Communication is limited. The fire department would have to bring in a communicator in the event of a fire. However if they lose communications they stop and do not engage the fire.

A question was asked about beetle kill trees. They do not burn as readily as originally thought due to the lack of needles.

Eagle River Fire Department encourages homeowners to offer their homes for training. The fire department would greatly appreciate any opportunities to train in Pilgrim Downs. If anyone is interested, let Jim Childers know and he will contact the fire department.

#### Other Business

It was noted that the Board approved an amendment to the Construction Rules and Regulations. The Amendment was enclosed with the information packets.

Jim Childers thanked Georgia Gogel for everything she does for Pilgrim Downs as the President of the Board. Georgia received a round of applause from everyone in attendance. Jim also thanked Chad Benson for helping improve the accounting system.

There being no other business, motion was made to adjourn the Meeting. The motion was seconded and the Meeting was adjourned at 6:00PM.

Chad Benson, CPA  
September 3, 2016

#### Attachments: Agenda

- Budget (2016-2017)
- Construction Rule and Regulations Amendment
- Wildfire Risk Assessments