

**GENESEE FOUNDATION  
BOARD MINUTES  
December 13, 2006**

The Genesee Foundation Board of Directors met on Wednesday, December 13, 2006 at the Vista Clubhouse. President Gary Anderson called the meeting to order at 6:30 p.m.

**ATTENDING:** Barbara Actor, Gary Anderson, Anita Livingston, Gary McKay, Anne Sherwood, John Siegesmund and Bim Stanton

**ALSO ATTENDING:** Carla Andrews, General Manager and Ryan Babcock, Open Space Manager

**APPROVAL OF MINUTES**

Gary Anderson moved approval of the Thursday, November 9, 2006 regular Board meeting minutes. The motion was seconded by Bim Stanton and unanimously approved.

**BOARD MEETING FORMAT FOR 2007**

Gary Anderson spoke on the new format for the conducting of the Board Meetings. There will no longer be a resident comment section at the beginning of meetings. Residents will have an opportunity to comment on each issue when it comes before the board. Residents can also introduce new items under 'new business' or bring them to the attention of the Foundation manager or a Board Member in advance of a meeting to be placed on the agenda, ideally one week before.

Board members will provide in writing all reports, and they will be available to residents on the website or in the Foundation Office Board Book. Carla Andrews requested copies of the reports prior to Monday morning in order to post in a timely manner. A notice will be placed in the Genescene that committee reports are available on the web site.

Meeting will be structured to run from 1.5 to 2 hours in length. In depth issues will be placed at the beginning of the agenda.

The Board will adopt Board Goals in January. Quarterly reviews of Board Goals and Foundation financials will occur to ensure that progress is being made.

The meeting format can be modified during the course of the year to improve its functionality for both the community and the Board.

**BOARD COMMUNICATIONS**

Anne Sherwood reported on communications received since the last regular meeting.

- An email from Jay Janzen regarding the new annual evaluation of our ARC members. Mr. Janzen felt there was a legal need to evaluate all professionals employed/engaged by the Genesee Foundation including our attorney. Chris O'Dell responded to Mr. Janzen, by email, that we were under no legal obligation to do so. Anne Sherwood will send an official response from the Board.

## **GENERAL MANAGERS REPORT**

Carla Andrews submitted a written report and highlighted orally the important points.

- Met with the CEO of E.D.S. Waste Solutions, Inc. to have them sign the new 2007 contract. Route maps and new recycle calendars have been mailed out. The only change is to go to a 5<sup>th</sup> week recycle pick up.
- Maintenance has made new outdoor meeting signs.
- Open Space Managers Report, written by Ryan Babcock, has been distributed to all board members.
- Sanitation/forest health thinning started today and the first payment was made. Cost was included in the budget.
- Need officers' signature to authorize fund electronic transfers on our UBS accounts.

## **BOARD DISCUSSION/ACTION ITEMS**

### **ARC ISSUES**

**ARC Volunteer Appointment:** Anita Livingston introduced George Kane, long serving ARC volunteer and Pat Strand the new ARC volunteer. Both gave brief statement on why they wanted to serve on ARC.

Following Board appreciation, Anita Livingston moved approval to appoint George Kane and Pat Strand to serve one year terms on the Architectural Review Committee. The motion was seconded by Anne Sherwood and unanimously approved.

**Professional Contracts:** Barbara Actor moved approval of the contracts for Todd Crowe and Nigel Staton for the 2007 year. The motion was seconded by John Siegesmund and unanimously approved.

**Archer Property Issue:** Chris O'Dell requested that an issue regarding the Archer Property be placed on the Board agenda. Due to that request:

Gary Anderson moved approval of a resolution allowing the property owner of Filing GR, Lot 12/20 to:

- 1.) Remove two small trees from open space immediately adjacent to the subject property and replace them with like size and type trees after contouring of the property is complete.
- 2.) To bring in dirt to slope and contour the grade beginning at the base of the upper rock retaining wall around the driveway sloping to the west and landing several feet out onto open space.
- 3.) Planting of native grasses on the new soil associated with the establishment of the grade.

Following Board discussion Anne Sherwood tabled the motion until our January meeting and it was seconded by Anita Livingston. Gary Anderson withdrew his motion and it was unanimously approved.

The Board will notify ARC that the following information is needed. ARC is requested to insure all conditions have been answered or met.

- 1.) A topographic plan showing exactly how much open space will be needed.
- 2.) When the grading work will take place.
- 3.) The neighbors, directly across the street, have been asked if they agree with the solution.
- 4.) The owner agrees that the new trees and grass, placed on Foundation open space, will be maintained until established.

**Open Space:** Anne Sherwood stated that all Board Members should have received their 2007 Open Space Managed Report prepared by Ryan Babcock. Kudos were given to Ryan for the work done on the report. The Foundation is at step 3 of the Planning Process approved by the GEM Committee last October (see pages 48/49).

Anne Sherwood offered a resolution that the Board grant preliminary approval of the Open Space Manger's Report and authorize Ryan Babcock to proceed with Steps 4, 5, and 6 leading to final Board approval in April. The motion was seconded by Gary McKay and unanimously approved.

Anne Sherwood offered a resolution to authorize staff to go forward with a \$15,000 grant proposal to the county for Community Wild Fire Protection, after review and approval by the GEM committee. The motion was seconded by Gary McKay and unanimously approved.

**Personnel Committee:** Anne Sherwood moved approval of the charter to establish a standing Personnel Committee. The motion was seconded by Gary Anderson.

During discussion which followed, Anita Livingston expressed concerns that the Personnel Committee, not the Board was recommending salary increases and bonuses to the Finance Committee for inclusion in the budget. It was agreed that the process should be parallel with the Board. It was suggested that the committee could also be a resource for Carla Andrews when she deals with personnel issues. Anne Sherwood agreed to make those minor changes to the charter and email them to the board members.

Anne Sherwood moved the previous question. The Board unanimously approved with the minor changes included.

**Patrol:** Gary Anderson spoke on issues that need to be resolved on our new contract with the Sheriff's Office. We have been informed that the off duty officers now will be Genesee rather than Jefferson County employees when they are serving as security officers in Genesee. This change has many ramifications for Genesee, including insurance and increased costs. Gary Anderson, John Siegesmund and Carla Andrews are continuing to try and resolve the issue. A special public meeting will be held as soon as a resolution occurs. Meanwhile, the Board has instructed Carla Andrews to ask Scott Albertson, our attorney, to draft a letter to the Sheriff's Office requesting a rolling monthly extension to our 2006 contract.

**Trash:** Gary Anderson moved approval of the 2007 EDS contract that has been distributed to the Board. The motion was seconded by Bim Stanton and unanimously approved.

**Project Initiatives for 2007:** Gary Anderson presented a proposed 2007 project initiative that was discussed and assignments made. Several initiatives were combined and the final board goals for the upcoming year will be approved at our January 10, 2007 Board Meeting.

- Security Patrol Contract assigned to John Siegesmund, Gary Anderson and Carla Andrews. It is hoped that a new contract will result in a savings of 10-12%.
- Private Drive Safety Enhancement assigned to Gary Anderson and John Siegesmund along with the Fritz Ihrig and Bill Easterling of the Genesee Fire Department.
- Home Property Values assigned to Gary McKay, Anne Sherwood and Anita Livingston. A new name will be brought to the January meeting. Under this goal were also placed Facility Maintenance, Website Improvements and Channel 8. Also, looking to committee for suggestions on what needs to be a separate task force.
- Reserve Analysis assigned to John Siegesmund and Carla Andrews.

- Land Use assigned to Bim Stanton and Carla Andrews.
- Open Space Management Plan assigned to Anne Sherwood and Ryan Babcock.

## **BOARD REPORTS**

*All written reports, when available, are on the web sit or in the Foundation Office Board Book.*

## **STANDING COMMITTEES**

**Finance:** John Siegesmund informed the Board that the volunteer form to fill two positions on the Finance Committee only went out in the December Genescene to the community. He is waiting to receive applicants before interviewing and making recommendation to the Board.

## **SPECIAL COMMITTEES**

**Technology:** Gary McKay met with Carla Andrews and Jim Anderson to look at a web cam that could be used to view the depth and rate of snow fall and the back roads of Genesee. Jason Eitel, our tech person, demonstrated a high resolution camera that is good in low light. This is a high priority as Patrol Deputies will not be up in Genesee as much during the pm hours and staff needs a tool to gauge when to start snow plowing operations. Gary McKay would like the Tech Committee to try and find a less expensive camera that will fill the need.

## **LIAISON REPORTS**

**Land Development:** Bam Stanton has talked with Carla and is in the process of putting together a systematic inventory of all property surrounding Genesee.

**Genesee Fire & Rescue:** Gary Anderson, Bill Easterling, and the Bureau of Land Management have toured all private drives within Genesee Foundation. A plan will be put together using an existing report and other supporting documentation. The existing report only identifies issues and offers no solutions or costs. Step one will be to issue hazard ratings. A one page summary, including an explanation cover letter will be going out to the Board and residents shortly.

**Genesee Water and Sanitation:** Bim Stanton informed the Board that there will be a reduction in our mill levy. Both water and sewer rates will be raised for 2007.

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### **OLD BUSINESS**

Gary Anderson informed the Board that the Severance Agreement and Release, Attachment "A", was looked at and approved by two attorneys, Scott Albertson and John Siegesmund.

### **ADJOURNMENT**

There being no further business or resident comments, the meeting was adjourned at 8:30 p.m.

Barbara Actor  
Board Secretary