

Villas at Elk Run Meeting Minutes January 28th, 2015

Board Members in Attendance:

Lee Wilson
Abigail Cunningham
Jason Anderson
Catharine Pieck
Melanie Duskocil
Michael Alvarez

Previous Meeting Minutes

- Approved at 7:01PM

2015 Budget

- Reserve Assessment diminished
- Roof loan will be paid off in July 2015 (early)
- Continue Special Assessment through 2015 to get to Reserves just under \$60K
- Regular Reserve Assessment set to increase 6% for 2016
- Roof and Gutter maintenance, Epoxy repair
- Landscaping: could potentially add a rock bed since Margo's proposed budget is \$20K
- Snow Removal: January of 2014 was high due to lots of snow
- Water: Approximate increase of \$1K; consider sprinkler repair and changing the landscaping on the berm; look into usage of each individual building
- Electricity: less than previous year
- Proposed Budget Approved
 - First Motion: Lee Wilson
 - Second Motion: Melanie Duskocil

HOA Website

- Meeting minutes and Budget – Jason and Michael
- Newsletters on website – Michael
- Proposed budget
- Proposed annual meeting agenda
- Quarterly Meeting Dates

Financials

- Aging Report: Mitchell- short sale pending
- Delinquencies: Jason went door-to-door to reduce them

Property Manager's Report

- Statewide Emergency Rule Adoption – Community Association Manager Licensing
 - Jason will get licensed
 - Both exams are \$90 initially and then it's \$80 to retake a portion

- Insurance Claims
 - 5208 – leak and damage to drywall in another unit (\$2K)
 - 5104 – toilet overflow; owner will pay for flooring since it’s an upgrade
- Completed Projects
 - Painted half the buildings
 - Heat tape: failed heat tape increased cost
 - Rerouting of downspouts
 - Epoxy Installation
- Planned
 - Deck maintenance and repairs on 3000, 1000 buildings
- Capital Improvement Projects
 - Walkways: removing epoxy, drain in courtyards with
 - Cost: \$18-20K
 - Consider overhauling heat tape, adding hot edge system, additional power
- Landscaping
 - Remove dead Aspen trees
 - Trim growth near entrance sign
- New light on Villas entrance sign
- Pet Fee: increase it to cover pet costs (poop bags, cleaning up, posting warnings)
 - Increase the fee from \$100 to \$110
 - Motion to increase pet fee (First: Melanie & Second: Abigail)
- Parking & Abandoned Vehicles
 - Recourse: Abigail will look into options
- Short-term Rentals
 - Case-by-case basis
 - Research the bylaws – Jason

HOA ByLaws

- Potential Resolution to require routine maintenance on the part of the owners
 - Annual maintenance checklist for units as preventative measure
 - Jason will draft a pricelist

Marijuana Usage

- Jason will alert owners if renters are smoking on premises
- No smoking outside of unit(s)

Future HOA Meeting Dates

- April 22nd, 2015
- July 15th, 2015
- October 21st, 2015
- December 9th, 2015

New Board Members

- Open invitation

Meeting Adjourned @ 8:48 PM

- First Motion: Lee Wilson
- Second Motion: Melanie Duskocil