

Villas at Elk Run Meeting Minutes
December 14, 2017 6:00pm
Location: 130 Ptarmigan Ct., Basalt

Board Members in Attendance:

Catharine Pieck - President
Abigail Cunningham - Treasurer
Zander Higbie – Secretary
Jason Anderson – Villas Property Manager

Call to Order

6:24PM Quorum established: 3 out of 4 Board members in attendance
First: Catharine Pieck
Second: Abigail Cunningham

Confirm future meeting dates:

Confirmed Annual Meeting Date
January 31st, 2018, 6pm, Basalt Town Hall

Approval of August 9, 2017 meeting minutes

First: Abigail Cunningham
Second: Zander Higbie
Zander to send to Michael for website

Approval of November 1, 2017 meeting minutes

First: Abigail Cunningham
Second: Zander Higbie
Send to Michael for website

Financial Report

Income

Units 3202 (BOCC) and 9203 (Stone) past due by 30-60 days

2018 Budget

1. 2017 should come in close to budget – hoping within \$1,000-\$2,000
2. Per board request, have three options regarding Capital Reserve: 5, 7, 10% increase for next year
3. Trash removal not willing to lower cost for current year and expect 8% increase next year – would bring from \$21k to \$26k this year.
 - a. Cost would take operating budget up by 4.6% - operating budget: \$258,000
 - b. Jason going to contact Waste MGT December 15 for a quote
 - c. Zander or Jason contacting VIP Trash for a quote
4. Hot edge –
3 buildings left - \$24,000 but great improvement on ice dams on the buildings that are complete
5. Dryer vent cleaning –
 - a. Colo. Chimney & Duct estimate \$8,100 for 90 units
 - b. Mr. Vac did last time – only from outside – less effective
 - c. Jason and team could do it for less – will provide estimate but probably \$55-\$65 range, bringing budgeted amount to \$5,900 range for the complex
 - d. discussed that beyond this year, owners would have to provide proof of bi-annual cleaning ducts or will be charged for cleaning

6. Agreed to include in next budget
 - a. Dryer vent cleaning at \$5,900
 - b. \$5,000 landscape improvements in budget:
 - i. \$2,000 to split sprinkler system on bank. Quote was \$1,136 quote from Mike Coyle.
 - ii. \$3,000 Landscape improvements
 - c. Adding \$5k (estimate from Jason) for ripping out old fence between Villas and Columbines
Cost of split rail - \$7,700 for materials, + 2-2.5 times as much for labor – total \$21k -\$25k. 2-3 people, 8 hrs./day. \$41k est. for picket fence
 - i. Other option is to tear it out or reconstruct sections/year.
 - ii. Contact Columbines about sharing cost.
Zander will contact Columbine board about sharing and cost or ripping it out)
General board feeling is that it looks bad and is never maintained. Experiment would be ripping it out and see how that goes. Questionable whether the fence is worth separating from Columbines
7. Of 3 Capital Reserve increase options, Board agreed to option 2 – 5% total increase, capital reserve 7% increase.

2018 Annual Meeting:

CCIOWA required homeowner education:

Jason to talk about fire prevention/maintenance, dryer vent cleaning responsibility

Old Business

1. Email access – Jason emailed Michael about email, no word back. Want to transition to a Gmail account.
2. Quarterly newsletter – Jason emailed Michael twice
3. Want to transition to Google docs for:
 - Contact/tenant info
 - Vehicle registration
 - Pet registration
 - Google form for owners to update info

Property Manager's Report

1. Jason will try flexible extensions for downspouts
2. Jason contacted homeowners of 4103 about cigarettes and 4203 dogs on leash, 6102 parking, 4201 parking, 1101 lawn furniture
3. Heat tape still off

New Business

Motion to Adjourn

- 1st: Abigail Cunningham
- 2nd: Catharine Pieck