

Villas at Elk Run Meeting Minutes
November 1st, 2017 7:00pm
Quarterly Meeting
Location: Unit #4102

Board Members in Attendance:

Abigail Cunningham - Treasurer
Catharine Pieck - Secretary
Zander Higbie – Board Member
Ben Brennan– Board Member
Jason Anderson – Villas Property Manager

Call to Order

7:10M Quorum established: 4 out of 4 Board members
in attendance

First: Ben Brennan
Second: Abigail Cunningham

Confirm future meeting dates:

Next Meeting Date
December 7th, 2017 @ 6:00PM
Annual Meeting Date
January 31st, 2018 @ 6:00PM

Approval of August Meeting Minutes

First: Abigail Cunningham
Second: Zander Higbie

Old Business

Email Addresses (Jason/Michael)
Yahoo & Gmail
Consolidate to Gmail account (Jason)
Stephanie can convert to Gmail

Website

Michael's tasks
Posts minutes
Posts newsletters
Fixes/Corrections

Financial Report

Landscaping over budget
 \$525 due to removal of fallen tree
Water
 Paid quarterly and could balance out over end of
year
Sewer
 Under budget
Trash Removal
 Large increase in cost
 Pursue other bids
Accounting & Legal
 Currently under budget
Capital Reserves
 Increased by \$32,301.17 to \$123,714.19
Reserve Expenses
 \$3,500.00 over budget due to HotEdge
2018 Proposed Budget
 5% overall increase (\$13.22 1BD; \$15.70 2BD;
\$21.73 3BD)

Property Manager's Report

Completed projects:

- Removed speed bumps for winter
- Winterized irrigation system with Mike Coyle (Greenscape)
- Called locates for tree placement
 - Possibility to plant trees between 4000 & 6000
- Met with structural engineer, Linda McGowan from BCE
- Touch up painting of railings
- Replaced acrylic globes for exterior light fixtures
 - Mainly 8000 building
 - Potentially hold owners responsible in the future
- Installed snow stakes
- Cleaned gutters
- Inspected water damage and drywall repairs 6000 building

Current projects:

- Inspect water damage ceiling 4000 building
- General clean-up of grounds, changing pet waste stations

Install replacement downspout gutters

Consider flexible gutters

Install Heat tape timers in December

Secure more information about if HOA qualifies for LED reimbursement

Replace hardy board siding in deteriorated areas

Get quote from Greenscape for new sprinkler heads along bank

Get quote from Greenscape for water zoning changes

Future Projects:

Install hard-wired heat tape timers on all breaker panels: Approximately \$800 per building, \$7,200 total. We will qualify for rebates un to \$2,500 total from CORE and additional reimbursement from Holy Cross

Flagstone walkways - large buildings: 8000, 4000, 2000: \$5,000 per building

Hot Edge on large buildings: 3000, 5000, 8000: \$8,000 per building, or \$24,000 total

Plant 3 to 4 trees: \$3,000

Replace old dividing fence between Villas and Columbines. Remove old fence panels, clean and brighten fence posts. Install new 2x4 horizontal slats. Install new 1x4 pickets. Apply 2 coats stain cedar tone. We can complete the fence in 3 sections to cut down on cost. Fence should be stained every 2 to 3 years to preserve wood and appearance.

Research other fence options

Dryer vent cleaning: Securing quote from Mr. Vac and Colorado Chimney and Duct

Fire extinguisher inspection ~\$800

New Business

Interim President: Catharine Pieck

First: Abigail Cunningham

Second: Ben Brennan

Secretary: Zander Higbie

First: Ben Brennan

Second: Abigail Cunningham

Motion to Adjourn

8:51PM

1st: Zander Higbie

2nd: Abigail Cunningham