

Villas at Elk Run Meeting Minutes November 14, 2018 7:00pm

Quarterly Meeting

Location: Higbie Residence, 130 Ptarmigan Court, Basalt, CO

Board Members in Attendance:

Catharine Pieck - President

Zander Higbie - Secretary

Abigail Cunningham - Treasurer

Simon Daniels – Board Member

Ben Brennan– Board Member

Jason Anderson – Villas Property Manager

Call to Order:

7:13PM Quorum established: 5 of 5 Board members in attendance

First: Catharine Pieck

Second: Zander Higbie

Confirm future meeting dates:

December 13, 2018, 7:00PM

Checking on potential Annual HOA meeting January 30, 2019 6:00pm

Approval of August meeting minutes

First: Zander Higbie

Second: Ben Brennan

A. Zander to send approved minutes to Michael Alvarez to post on Villas website.

Old Business

A. Jason will contact insurance company about possible flood insurance: price, pros, cons.

B. Air conditioners:

1. Jason will talk to HOA attorney, Lucas, about a plan to move forward with air conditioner guidelines, eg: placement, wiring, approved models.

C. Tree planting:

1. \$5,000 from 2018 budget will be reallocated to plant trees in spring along the drainage ditch on west side of property.

D. Painting:

1. Jason obtaining three quotes on painting. Will look at possibility and cost of changing color.

E. HOA fee for real estate agent inquiry:

1. Jason reported that other associations charge \$200 for a questionnaire and \$125 for a closing form.
2. Board agreed on increase in fee to \$200 for a questionnaire and \$125 for a closing form. Catharine will inform Hobbs & Murphy.

New Business

No New Business to discuss.

Financial Report

A. Third quarter financials show HOA is currently under budget:

1. Under \$7-\$8k under budget on water.
2. Pet registration is under budget but so are expenses.
 - a. Pet registration fees will be \$130 per dog for 2019.
3. Jason needs to be aware of upcoming snow removal costs to keep costs under budget.
4. Board agreed to move \$5,000 from 2018 capital budget into 2019 budget for tree planting.

Property Manager's Report

A. Completed Projects:

1. Cleaned dryer vents on all units. Cleaned from top. Suggested that dryer vents should be cleaned every two years.
2. Epoxy demo and repairs: Concrete demo of 6000 building walkway was extensive.

B. Current Projects

1. Removed speed bumps
2. Cleaned gutters
3. Trash Pricing:
 - a. Mountain Waste and Recycling: \$23.74/unit/month. Will go up by \$4 next year.
 - b. Waste Management verbal quote: \$22.75/unit/month.
 - c. Mountain Waste is set to auto renew on March 27, 2019.
 - d. Must contact them 90 days prior to end of contract if contract is to be terminated.
4. Changed all burned out exterior light bulbs.
5. Monitoring need for heat tapes.

6. Loss claims:

a. Unit 4207 affecting 4102, and Unit 2202 and 2102.

i. Both leaks originated from toilet shut off valves in upstairs units. Repairs completed.

C. Future Projects:

1. Exterior painting – will request bids with current colors and new colors.

2. Clean and stain stairs.

3. Landscaping: plan to plant new trees near drainage ditch area near Two Rivers Road.

Motion to Adjourn at 8:47PM

1st: Catharine Pieck

2nd: Simon Daniels