

The Reserve on the Eagle River
Board Meeting Minutes
Monday, April 20, 2015, at 6:30 PM
The Reserve Clubhouse

BOARD MEMBERS PRESENT: Scott Ashburn, Deb Forsline, Marilee Horan, Lauren Immel and Peter Lord

BOARD MEMBERS NOT PRESENT: Jess Frieze

ALSO PRESENT: Dan McNeill and Sara Thurston McNeill, Secretary to the Meeting

OTHER MEMBERS PRESENT: Dudar—Ferraro (E-102), Guerrette (I-203) and Woodell (C-302)

- I. Roll Call. With five of six Board members present, a quorum was established. It is duly noted that Matt Lydens resigned via email on April 20, 2015. Lauren Immel called the meeting to order shortly after 6:30PM.

- II. Minutes of the March 16, 2015, Board Meeting. These minutes were drafted and circulated to all Board members for review via email. Several changes were incorporated and then they were re-circulated to the Board. There being no further suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE MARCH 16, 2015, BOARD OF DIRECTORS MEETING. The motion was seconded and carried unanimously.

- III. Homeowner Forum. The floor was opened to the homeowners that attended to the meeting.
 - Brian Woodell requested that the parking lines be re-painted this summer in front of Buildings A, B and C. Dan noted his request and will the cost for the Board to review.
 - The owners of Unit E-102 suggested that the proxy voting process be explained more fully to owners prior to the next annual meeting.
 - Very strong odors have been reported in several buildings in conjunction with the interior hallway painting project. The paint manufacturer has been notified. Benjamin Moore suggested that more ventilation be provided in these areas. It takes about 28 days for latex paint to fully cure and odors will be emitted during that period.
 - Management was asked to get some advice on how best to prevent fire damage at The Reserve, including suggestions for the maintenance of defensible space around each building.

IV. Financial Review. Kay Cheney, bookkeeper for the association, prepared the current financial reports (as of March 31, 2015) and Dan McNeill presented them to the Board.

According to the Balance Sheet, the association has \$51,827.53 in the regular checking account and \$144,780.16 in the liquid asset replacement account. The balance on the roof loan to Guerrero's Roofing is \$58,513.

Dan reported that Guerrero's Roofing has now completed the roofs on all of the trash enclosures and addressed several leaks reported this past winter, but some repairs still need to be completed. Peter Lord made a MOTION: TO WITHHOLD THE LAST \$20,000 OF PAYMENTS TO GUERRERO'S. The motion was seconded and discussion ensued. Dan explained that because the association did not hire a third party roof consultant to design the specifications for the roof replacements, it is difficult to prove that Guerrero's did not fulfill their contractual duties. Peter then AMENDED his MOTION: TO SUSPEND ALL FUTURE PAYMENTS TO GUERRERO'S UNTIL ALL ROOF LEAKS ARE FULLY REPAIRED. It was duly noted that the association still owes almost \$60,000 to the roofing contractor. A vote was taken and two Directors voted FOR the motion and three Directors voted AGAINST the motion. The motion was defeated.

The Profit and Loss Statement reveals that the association has total income of \$100,209 through March 2015. Operating Expenses for the first three months of the year total \$87,025. This compares with budgeted expenses of \$80,082; therefore the association is \$6943 over budget. Cost overruns have been experienced in the Fire/Life/Safety line item (however the new alarm panel will be reclassified as a capital expense) and in all Snow Removal line items. Net income for the first two months of the year is \$13,184.

The 2015 beginning balance in the Replacement Reserve Account was \$92,468.26. Current year funding through Replacement Reserve Assessments totals \$27,170.64. 2015 Capital Expenditures so far total \$15,000, all of which is for the roofing contract loan payback to Guerrero's Roofing at the rate of \$5,000.00 per month. The balance in the Replacement Reserve Account as of March 31, 2015, is \$104,683.90.

Accounts receivable over 90 days is \$1702.92

There being no further discussion regarding the financial reports, there was a MOTION: TO APPROVE THE MARCH 2015 FINANCIAL REPORTS AS PRESENTED. The motion was duly seconded and carried unanimously.

V. Manager's Report. Dan McNeill reported on the following:

- The hallway painting project will be completed by the end of this week; three more buildings remain.
- The Spring Walk Through was scheduled for Wednesday, April 22, 2015, beginning at 4:00PM. All owners are invited to attend. The Board and members of management will inspect the common areas of the property and compile the 2015 Projects List. Please meet outside of Building A.
- The roof repair on Building K is still pending.
- A hot water heater leaked in a second floor condominium in Building F and caused damage to the first floor units. Remediation is now complete. Since damages total less than \$5000, no claim will be made on the association's insurance policy. Management has forwarded the remediation invoices to the owner whose hot water heater failed and he intends to make a claim on his insurance policy.
- Jennie Lewis, Code Enforcement Officer for MPM compiled the bi-monthly code enforcement spreadsheet and it was forwarded to the Board prior to the meeting. Of the over 40 trailers and vehicles that were identified as being in violation of the Reserves parking rules in March, all by 10 have complied.

Management garnered four competitive proposals for weekly lawn care at The Reserve. The bids came from All Valley Lawn Care, Ceres Land Care, Avalanche Property Maintenance and Services and Rocky Mountain Custom Landscapes. After discussion, there was a MOTION: TO AWARD THE 2015 LAWN CARE BID TO ALL VALLEY. The motion was duly seconded and carried unanimously.

Management garnered two competitive proposals for turf and tree spraying and presented them to the Board. The bids were from Ascent Tree Care and Ceres Land Care. After discussion, there was a MOTION: TO AWARD THE SPRAYING CONTRACT TO ASCENT. The motion was duly seconded and carried unanimously.

Management garnered three competitive proposals for weekly maintenance of the pool. The service is to include testing and cleaning three times per week for the summer months. The bids were from Avalanche Property Maintenance and Services, Maximum Comfort Pool & Spa and Specialized Pool & Spa. It was noted that the bids are for service only and do not include the chemicals or additives. Dan estimated that chemicals would cost an additional \$500. After discussion, there was a MOTION: TO AWARD THE POOL MAINTENANCE CONTRACT TO AVALANCHE. The motion was seconded and a vote was taken. Four Directors voted FOR and one Director voted AGAINST. The motion carried.

This contract will not include daily opening and closing of the pool and clubhouse. Jess Frieze had offered to provide these services in the evening and

management will seek out another resident who is interested in performing these tasks in the morning or when Jess is not available. Duties will include re-stocking supplies in the clubhouse, emptying the trash, rearranging the pool furniture and locking / unlocking the clubhouse. Any resident that opens and closes the pool may be compensated (rate to be determined). Management was directed to email all owners with a request that any interested parties respond to management.

Other options were discussed including having all residents that use the pool remove and replace the cover when they are finished using the pool. It was noted that the existing cover is a bit difficult to maneuver. The association could possibly purchase a new cover that is easier to open and close. The Avalanche contract currently includes some general cleaning and restocking of supplies, however, if a resident is hired for this task, then the Avalanche contract can be revised.

Management was directed to remind all residents that personal items cannot be stored in the common hallways. There are almost 20 bikes in Building K. Fines will be imposed for noncompliance.

VI. Committee Reports. The Long Term Landscaping Committee has received the cost estimates for the various components of the Plan (\$603,000) and now needs to prioritize and phase the work to be completed over the next several years. There was Board consensus that the entry area and irrigation system should be tackled first. The Committee consists of Linda Guerrette (Chair), Marie Dowling, Deb Forsline and Gina Pickle. The Board would like some recommendations from the Committee at the May Board Meeting. There was a MOTION: TO STEER THE LANDSCAPING COMMITTEE TO UTILIZE THE LONG TERM LANDSCAPING PLAN COMMISSIONED IN 2014 AND TO COME UP WITH A STRATEGY FOR IMPLEMENTATION OF THAT PLAN. The motion was seconded and carried unanimously. Once the Board approves the strategy, this will be communicated to the entire membership.

Dan noted that capital projects slated for 2015 include cottonwood tree removal around the Clubhouse (\$4000), asphalt work (\$20,000), repairs to the pool drain (cost as yet unknown), bridge work (\$7000) and gutters / heat tapes (\$15,000).

Deb Forsline, Chairperson of the Governing Documents Revision Committee reported that she is reviewing the association's Rules & Regulations for compliance with CCIOA. Her primary purpose in doing so is to educate herself prior to meeting with legal counsel. Dan estimates that Kerry Wallace will have a first draft of the Amended & Restated Declaration and Bylaws to the committee in June. The other members of the Governing Documents Committee include Scott Ashburn and Brian Woodell. Lauren commented that Jess Frieze would most likely want to join the committee. An invitation for any owner to join this committee was extended in the Spring Newsletter.

VII. Other Business. A homeowner recently donated two new sinks and faucets for use at the Clubhouse. The cost for installation will be approximately \$200. There was a MOTION: TO APPROVE THE INSTALLATION OF THE NEW SINKS AND FAUCETS IN THE BATHROOMS OF THE CLUBHOUSE. The motion was duly seconded and carried unanimously.

Peter Lord announced that he needs to resign as Treasurer but will remain on the Board as a Director at Large. There was a MOTION: TO APPOINT SCOTT ASHBURN AS THE TREASURER. The motion was seconded and approved unanimously.

In light of Matt Lyden's recent resignation from the Board of Directors, Deb Forsline suggested that the Board appoint an owner to fill out the remainder of his term, which expires at the 2015 Annual Meeting. The Bylaws allow for between three and nine members, and it was noted that the current Board could continue to operate with six Directors. After discussion, there was a MOTION: TO APPOINT THE CANDIDATE WHO RECEIVED THE NEXT HIGHEST NUMBER OF VOTES AT THE 2014 ANNUAL MEETING (LINDA GUERRETTE) AFTER THE THREE ELECTED DIRECTORS (JESS FRIEZE, PETER LORD AND DEB FORSLINE) WERE CHOSEN. The motion was seconded and discussion continued. A vote was taken; two Directors voted FOR the motion and three Directors voted AGAINST the motion. The motion failed. Deb requested that this topic be added to the agenda for the May Board Meeting.

VIII. Adjournment. The meeting adjourned at approximately 7:55PM.

Respectfully submitted,

Secretary to the Meeting