

ELK RUN VILLAS CONDOMINIUM ASSOCIATION ANNUAL MEETING

December 6, 2013

The regularly scheduled Annual Meeting of the Elk Run Villas Condominium Association was held on Friday, December 6, 2013 at the Wilderndest Commercial Center. The meeting was called to order at 10:00 A.M.

ROLL CALL

Pursuant to the Bylaws, the representation of more than twenty percent (3 units) is required to constitute a quorum. The unit owners noted below fulfilled said requirement:

<u>UNIT#</u>	<u>OWNERS PRESENT</u>	<u>UNIT#</u>	<u>OWNERS REPRESENTED BY PROXY</u>
9571	Larry Bonicelli	9573	Teresa Bieker/Christopher Pratt
9572	Gordon Stevenson		
9577	Don Oatley		
9579	Dave & Mary Williams/ Diane Willoughby		

Present from Wilderndest [WPM] were Bernadette Kromholz, General Manager, Nicky Soupal, Area Community Manager, Clay Chambers, Community Manager and Josh Cornwell, Property Manager.

There was an introduction of attendees.

PRESIDENT'S REPORT

WPM has done a good job managing Elk Run Villas in the past year.

It was reported:

- Key developments over the past year include:
 - No major issues/damage in the past year.
 - Pumps on the boiler system were replaced as needed and system is running well.
 - Dryer vent cleanings and repairs were completed as mandated through Middle Oak Insurance.
 - New smoke alarms were installed in every unit in June.
 - The drip system was turned on after long negotiations with Keystone Property Management/the Golf Course.
- Outstanding issues include:

- Irrigation of banking at rear of building.
 - Lack of water is causing erosion and aesthetic issues.
- Bids have been received to hydro-seed area but it will still need regular watering to prevent further erosion.

APPROVAL OF MINUTES

RESOLUTION: UPON MOTION MADE, DULY SECONDED AND PASSED UNANIMOUSLY, THE MINUTES OF THE OCTOBER 19, 2012 ANNUAL MEETING WERE APPROVED AS CORRECTED; DAVE WILLIAMS ATTENDED THE MEETING.

FINANCIAL REPORT

The October financials were reviewed. The Balance Sheet reflected current year operating income of \$1,016.56 and current year reserve income of \$10,219.91. The board noted reduced maintenance costs attributed to the profit. The Reserve account balance as of 2013 year-end is \$36,404.52.

- WPM suggested \$650 from landscaping reserves be moved to the operating account.
 - The Board will do an assessment at year end and move any necessary funds/expenses.

The 2014 budget was reviewed.

WPM assumed the following:

- A 5% dues increase due to HOA insurance cost almost doubling.
- A 3% management fee increase.
- HOA insurance was adjusted per actual through March 31, 2014 and a 10% increase was projected beginning April 1, 2014.
- Water and sewer was increased/adjusted per actual.
- In-unit amenities were adjusted per actual and reduced. Comcast contract will not exceed a 5% increase.
- Trash removal was adjusted per actual. A 4% landfill increase is expected by Waste Management in April 2014.
- Security and Fire safety was increased to include monthly alarm monitoring, backflow, sprinkler, and fire extinguisher annual testing.
- Gas was increased based on projections. Elk Run Villas is 70% fixed at \$4.12/dth; up from a previous fixed rate of \$3.60/dth.
- Electric was decreased/adjusted per actual; 6/5% increase projected from Xcel in January 2014.
 - \$500 was contributed to gas utility budget.
- General supplies were increased \$100 (taken from miscellaneous expense budget).
- Landscaping was reduced by \$250 per Board President.
- Miscellaneous expenses were reduced \$400 by Board President with \$100 contributing to general supplies.
- Property tax was increased to accommodate growing market.

Reserve contribution will remain the same for 2014.

Budgetary reserve expenses included:

- Gutter replacement: \$3,500
- Landscaping: \$1,200 budget includes possible work to get drip system running.
- Insurance claim expense: \$5,000 (for budgetary purposes only).

RESOLUTION: UPON MOTION MADE, DULY SECONDED, AND UNANIMOUSLY PASSED, THE 2014 BUDGET IS BOARD APPROVED AND WILL BE SENT TO OWNERS FOR BUDGET RATIFICATION.

MANAGEMENT REPORT

Most items in the management report were discussed in the President's report.

HIGHLIGHTED COMPLETED PROJECTS INCLUDE:

- The drip system negotiations with Keystone Property Management were discussed.
 - Keystone will not turn on water to the rear banking and possibly not to any trees.
 - The Board will contact Keystone and attempt to negotiate turning on the drip system.
 - A plan to get the system running will be adopted if Keystone will not cooperate.
- New hot tub cover.
- Replaced hot tub filters and jet inlets.
- Touched up paint in stairs, walkways, and hot tub area.
- Fall/winter checklists- made sure drip line system blown out; heat tape turned on; snow markers installed; drained and deep cleaned hot tub; ice melt on property; heaters on; driveway heater on; light timers changed; swept and power washed garage; pre-inspection of all units ensuring windows closed, checked for leaks, heat turned on.
- Negotiated rates with HOA attorney for new Collections Policy (Elk Run Villas will have HOA Attorney draft new Collections Policy beginning January 2014.)
- Fire alarm, sprinkler, extinguisher and backflow annual inspections completed.
- River rock installation at garage.
 - Helped tremendously with flooding; no need to pull grates and clean them every rain.

OTHER MATTERS

Insurance Risk Mitigation.

- Best practices include:
 - Dryer vent cleaning recommended annually.
 - WPM negotiating this as Elk Run Villas does not have full time residents.
 - Steel braided water lines installed on all supply lines.
 - WPM will let owners know this can be done for around \$150 depending on the number of lines to be replaced. It can also be done fairly easy by the owner.

- High alpine signs-WPM will place one sign by the hot tub to warn guests of slippery surfaces.
- CO2 detectors should be in every unit. Colorado law requires a CO2 detector if the unit is rented.
- Shut off valves for water supply. Elk Run Villas has shut off valves on the boiler system.

Owner's Forum:

- An owner requested a sign be placed at the garage entrance to notify owners and guests not to park large vehicles in the garage.
 - The entrance is very narrow and several vehicles have damaged the trim on the door.
 - WPM will place a sign on the card reader.
- A board member asked about the condition of the carpet in the clubhouse.
 - It was recommended to wait until spring to have carpet cleaned if necessary.

ELECTION OF DIRECTORS

Current Board Members Gordon Stevenson, Dave Williams, and Don Oatley all expressed a willingness to continue serving on the Board. There were no other nominations from the floor.

RESOLUTION: UPON MOTION MADE, DULY SECONDED, AND UNANIMOUSLY PASSED, GORDON STEVENSON, DAVE WILLIAMS AND DON OATLEY WERE ALL RE-ELECTED TO SERVE ONE YEAR TERMS.

NEXT ANNUAL MEETING DATE

The 2014 annual meeting is scheduled for October 17, 2014 at 10:00 A.M. at the Wilderwest Commercial Center.

ADJOURNMENT

The meeting adjourned at 10:45 A.M.