

Carriagetown Condominiums HOA Board Meeting Minutes

November 7, 2019 1:00 pm

- I. A Quorum was present, so the meeting was called to order at 1:05 pm. Board members Tori Winters, Devin Detwiler, and Vickie Traxler were present. Joel Yust and Patrick Mitchell from All Property Services were present. Mike Garcia from Greening Up was also in attendance.
- II. Input from Greening Up, the landscape company - Mike's crew discovered that one of our controllers (for 3 zones) is attached to a pedestal on the west edge of the property that is also tied to the apartment complex to the west of Carriagetown. He hopes that this will not be a problem in the future. There are currently 22 zones. They plan to do the leaf clean up prior to Thanksgiving and are hoping for warm sunny weather after the October snow. Some leaves are currently frozen in place. They could not get into Units 5, 15 and 23 to turn off and drain the valve. We discussed moving the access to inside the common area on each unit. Joel will contact Vickie for access to get an estimate from someone. Mike said that the costs for moving sprinkler heads back from the building walls will hold for next year too. He explained the price increase for the contract was due to increased labor charges and the fact that the previous year's estimate was really from 2017.
- III. Minutes - We reviewed and approved the minutes from the last meeting (July 2019). Tori moved, Devin seconded, and all approved the minutes as revised.
- IV. **Financial review - Special Assessment – Patrick went over the remaining debts on the Special Assessment.**
- V. **Old Business:**
 - A. Manager's Report: Contract & Input from Landscape Company – We approved Greening Up's contract for Snow Removal and Landscape Work for 2020. Devin moved, Tori seconded, and all were in favor of approving the contract. Parking has not been a problem since the parking policy went into effect. We would like Joel to do a bike tag in the spring (after May). Joel will also put on the spigot covers and put out the ice melt.
 - B. We discussed the Parking Lot re-paving project but decided to defer a decision until after the Budget was discussed.

IV. New Business

- A. Budget- Devin and Patrick hashed out the details of the 2020 budget coming to agreement on various estimates for budget categories. We discussed how the paving project (\$80,000) or painting (at approximately \$15000 per building) will exhaust our Reserve Fund. We discussed how important it was to keep some money in reserve for emergency repairs. We discussed setting aside some funding for irrigation repairs in 2020. After much discussion on funding, Tori moved, and Devin seconded the approval of the budget with 10% dues increase (a \$25 increase per month). The motion carried.
- B. Parking Lot Repaving from Old Business -We discussed the Parking Lot Repaving and how the bids exceeded our Reserve Funds. We discussed how we had stated in our letter to homeowners that the first two

assessments would go for paving the parking lot for which we underestimated the cost. We had expected the cost to come in around \$65,000 and the bids came in closer to \$80,000. We looked at several different options. Devin moved, Tori seconded, and all were in favor of another \$1000 assessment (due June 30, 2020) to pay for the parking lot. The motion carried. The goal is to have enough funds to pave the parking lot in 2020 while still leaving a small amount in the Reserve Fund for emergencies.

Tom Trout prepared a spreadsheet comparing the 3 bids for Parking Lot Paving. It appeared from the spreadsheet that we might get more curb and gutter replaced with the Estes Valley Paving bid. Tori moved, Devin seconded the motion, and all were in favor that we would use Estes Valley Paving if they would guarantee their current bid for 2020. The motion carried and Vickie will contact Estes Valley Paving to check on prices for 2020.

- C. Gallegos Contract – The Sanitation Service contract was approved as that is the only choice we have for a carrier at this time.
- D. Shrubs and trees-Landscaping Plans- deferred until the January meeting.
- E. Deck Repairs identified in the Property Inspection Report – deferred until the January meeting.
- F. Ratification for Decisions Made Outside Board Meeting: (Caulking & Irrigation Repairs) – The caulking although approved in September has not been completed. The Irrigation repairs approved in September were authorized for \$2500 but came in at \$650 (hooray!). Devin moved, Tori seconded, and all were in favor of a motion to ratify the above decisions made outside of the Board meeting.

V. Next meeting dates: There was discussion that we need 4 meetings plus the annual meeting, so some tentative dates were set. The Annual Meeting will be January 23 at 12:00 pm (Noon) at All Property Services. Other meeting dates include April 30, 2020 at 1 pm for the Spring Inspection followed by a meeting; July 9, 2020 at 1 pm and September 12, 2020 at 1 pm.

VI. Adjournment - The meeting adjourned at 3:15 pm.