



Minutes

2012 Meeting of the Members

November 8, 2012 – Best Western/CdA Inn

Meeting was called to order by Steve White at 5:40 p.m.

Introductions

Steve White introduced himself on behalf of the Board of Directors and in addition the following introductions were made:

Ad Hoc Committee Members:

Doneda Allen – Committee Chair
Annie Watson – Owner
Glenn Harnden – Owner
Arlene Van De Wege – Owner

From ASI:

Sherry Lenarz, Manager
Sara Jane Ruggles, Coordinator

Approval of the 2011 Annual Meeting Minutes:

After review of the 2011 Annual Meeting Minutes, a motion was made to approve the minutes. The motion was seconded. The motion passed.

Developer's Update

Steve White thanked the owners for being patient with the ongoing construction. Phase three of the project is in progress. At this time, there are 94 units that are completed.

Financial Reports (Year-to-date) (Jan-Sept. 2012)

Sherry Lenarz with Association Services, Inc. (ASI) provided the financial reports on behalf of the Board of Directors.

- **Income and Expense Report:** It was reported the YTD total income collected was \$152,416.92 (this includes monthly assessment fees for operating and reserves, non-payment fees and finance charges). Total operating expenses paid YTD was \$133,083.51 leaving a net income of \$19,333.41. The reserve expenses paid YTD was \$16,783.40 (this was for the sealing of the asphalt on the east side of the complex and the trim painting of the 4444 and 4450 Greenchain).
- **Balance Sheet Previous Year Comparison:** As of 9-30-12, the balance between the operating and reserve account was \$91,241.35. In overall comparison to the previous year, the current assets were up by 18.3%.

- **A/R Aging Summary:** As of 9-30-12, there was one (1) owner delinquent on the monthly assessment fees.
- **2012 Proposed Budget:** The proposed budget was review with the owners, the monthly assessment fees will remain at \$195.00 for 2013.

Old Business

- **Landscaping 2012:**

Sara Ruggles, ASI, reported that the sprinklers were blown out and the pumps were removed from the water features in October.

ASI received fewer complaints from owners regarding the landscaping in 2012. ASI addressed the owners' concerns that had been voiced at the 2011 Annual Meeting regarding the excess water on the common area pathways due to over watering of the landscaping. Sara Ruggles explained there is one time clock for watering the common areas surrounding 13 buildings. The irrigation zones are quite large and most zones cover a range of landscapes. For example, one zone covers the large scale landscaping (fescue, lawn areas, etc.) while also covering the small scale landscaping along the buildings (small shrubs, flowers, etc.). This means each zone was installed with sprinkler heads ranging from long range rotors (which require more watering time) to small pop-up sprinklers (which require only a small amount of watering time). Therefore, one zone needs to run long enough to ensure the large scale landscaping is well watered, which, unfortunately, means the smaller scale landscaping within that same zone will be overwatered. The excess water to the smaller plants then overflows onto the common area pathways. Beau's has worked to change the timings of the zone watering so the most saturated areas of the walkways will be running around three and four in the morning and will not impede foot traffic on the walkways in the daytime.

- **Exterior Maintenance:**

Pacific Northwest Painting painted the exterior trim on buildings 4444, 4450, 4449, 4445 and 4465 in the fall of 2012.

It was asked why 4465 received trim painting this year and others around it did not, Sherry Lenarz, informed the owners that it was the professional opinion of the painter that 4465 needed immediate attention as the paint on the trim was in very poor condition and could not wait until 2013 or later.

- **Seal Coating and Restriping:**

Taylor's Seal Coating and Restriping, seal coated and restriped the east half of Greenchain Loop; this included the parking and the garage areas. Seal coating of the west half of the complex is projected to be done in 2014 or 2015, depending on how it weathers through snow removal over the next few winters.

It as noted by Steve White that Copper Basin will clean up the west side of Greenchain Loop once construction has been completed in Phase 3. All construction vehicles are to be using the west entrance only.

- **Exterior Lights:**

It was noted that seven (7) exterior lights have been vandalized recently at the Mill River Condos in the form of placing duct tape or paint over the lenses to black out the light. The lights are HOA property and therefore, ASI asked Evergreen Electric to remove the paint and the tape from the lenses as soon as possible. Evergreen Electric informed ASI that any materials placed on the lenses will significantly add to the heat of the light and at that point it becomes a safety hazard.

Owners asked what could be done to direct the lighting down onto the pathways vs. straight into their units. Currently, there are no plans or funds in the budget to retrofit the existing exterior lighting. ASI informed owners that a manufactured “hood” type component had been discussed with Evergreen Electric earlier in the year. This information was shared with a few owners who were eager to move forward on getting approval from the Board to install at their expense. Unfortunately, the manufacturer no longer builds this product and an alternative has not been found. It was stated that owners do have the option to research other solutions and if they find a component that would work with the exiting exterior lights, they can present it to the Board for consideration. Once the Board approved the component, the owner would be fiscally responsible for the installation of the hood and coordinate the work to be done. The vendor will need to be approved by the board prior to any work done. ASI had also agreed that they would look into this further with Evergreen Electric.

- **Animals in the Common Areas:**

ASI thanked owners for their efforts in picking up after their pets in the common areas as there was a significant decrease in the number of complaints this year. It was also reiterated to all owners that pets must be on a leash at all times when in the common areas.

- **Recycling:**

After the recycling survey was sent out to owners in the fall of 2011, the consensus was that recycling should be implemented within the community. Recycling was implemented in June 2012 and the owners agreed that it is a benefit to the community.

New Business

- **Review of draft Rules and Regulations:**

Doneda Allen, Ad Hoc Committee Chair, spoke to owners about Rules and Regulations and opened the floor to owner input. The following suggestions were made by owners:

- Implementation of a Fine and Appeal Process
- Define the purpose and the processes for the Design Review Committee
- Make the rules regarding exterior decorations less about aesthetics and more about the possibility of damage done to the exterior of the buildings

It was agreed that the committee will revised the rules and regulations and submit it to the Board for approval.

- **Other Business:**

Owners requested that an owner be elected to the Board of Directors per the Association's Bylaws. ASI will review the Bylaws to understand the process of electing a new Board Member.

After discussion between the members and ASI, the consensus was that the next annual meeting will be held in September of 2013.

Steve White informed the owners that a Reserve Study will be conducted in 2013 and presented at next year's annual meeting.

Steve White adjourned the meeting at 7:26 p.m.