

700 Golfmore Homeowners Association

Monthly Meeting Minutes

Sunday, May 26th, 2019 at 10:00am
Keller Residence / 702 Golfmore Drive / Unit C / Grand Junction, CO 81506

1. Call to order: 10:10am

2. Roll Call

Pauline Lyttle-Porter – President
Lindsay Keller - Secretary/Treasurer
Richard Keller - Vice President

3. Review and approval of May 2019 Financials

- a) Review of YTD Budget Comparison (handout)
 - Total Income - \$0.54
 - Total Expenses - \$5,223.88
 - Net Income - \$-5,223.34
- b) Review of Alpine Bank and Buildium balances (handout)
 - \$4,265.16 - Alpine Bank Operating Account
 - \$58,181.01 - Alpine Bank Capital Reserves
 - \$4,265.16 - Buildium Operating Account
 - \$58,181.01 - Buildium Capital Reserves
- c) Delinquencies (handout)
 - Two Units have yet to remit 2nd Quarter Dues
 - Lindsay to contact these tenants with reminder to remit payment
- d) Concerns: None
- e) Motion to approve the May 2019 Financials. Moved by Pauline Lyttle-Porter to approve the May 2019 Financials. Motion approved by Richard Keller.

4. Old Business

- a) Bylaws - Change Bylaws to allow electronic delivery of documents in lieu of regular mail. Proposed change received from legal counsel, Andrew Teske at Hoskin, Farina, & Kampf, on 12/18/18:
 - After discussion, it was decided not to adopt the proposed change received from legal counsel, as Colorado law requires physical mail notification to members. Per Andrew, *"These proposed amendments do not eliminate the obligation for the Association to provide notice of member meetings by regular mail. That is a function of the present requirements of Colorado law, which continues to require physical mail notification to members of common interest community associations, while also "encouraging" association to also supply notice by e-mail where addresses are available."*
 - Delivery of documents will continue to be mailed (per Colorado law) and also e-mailed, as the Association retains valid email addresses for all tenants.
 - To discuss at next Board Meeting how proxies are to be accepted (mail, email, etc.)

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- b) HOA Insurance - In 2017, the HOA paid \$7,552 with an increase to \$8,210 (- \$658) in 2018. Per our representative at American Family, "Condo rates increased across the board."
 - Richard to contact 1) Allstate 2) Farmer's and 3) State Farm to receive quotes.
- c) Capital Reserve Study - Per email on 05/18/19, Capital Reserve Study is in Draft 2. Robbie in FL for a week but figures it may take 4 drafts.
 - Draft 3 emailed to the Board of Directors on 05/28/19 and currently under review.
- d) Backflow Valves - Per email on 05/18/19, back flow valve and new drain to the garage installed 03/29/19. Leak found and fixed in garage HOA Valve closet.
- e) Exterior Windows - Clean annually as recommended by our door and window vendor, PELLA. Windows oxidize over time (if not cleaned regularly) and eventually need replaced. Per email on 05/18/19, windows were cleaned on 04/09/19.
- f) Laundry (lint) ducts - Clean. Per email on 05/18/19, tabled. We don't have access to Units.
- g) Monthly Maintenance List
 - Pauline to author a new Monthly Maintenance List for PNCl.
- h) CO Monitors - Test needed for 2019?
 - History: The Carbon Monoxide System (CO) was designed, engineered and installed in the main garage in 1982. There are three parts to the system. The CO transducer and controller are located on the northeast wall of the garage. If the level of carbon monoxide in the garage ever triggers the system, the extraction fan on the south wall turns on and the 2 (clean) air heaters on the north wall bring in fresh, warmed air. Since 1983, no trigger has occurred.
 - Maintenance History:
 - 2009 - Test conducted.
 - 2010 - New CO Sensors were installed by Quality Electric to update the capacity of the system.
 - 10/16/16 - System was checked and evaluated by Comfort Air.
 - 02/01/18 - Per Vern at PNCl, he pulled all the literature. The gas detectors have a 7-10 year-life expectancy. They do not say "replace" at that moment, but this is just an expectancy. The latest test was conducted in 2009 (system was updated in 2010). This could've been on an older system as well, but don't know for sure. The detectors automatically test themselves every 2½ minutes and will enter "error mode" if they have improper voltage or an inoperable component. This is not the

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case, as the LED light is solid green on the detectors. Detectors are testing good, likely for a couple more years. Suggest a functional test. Vern does not have the actual specified gas tester anymore nor does he think anyone in town has one. Gas test was shown as optional in the literature.

- 06/09/19 - The test results of the monitoring system are annually documented by PNCI.
- 2025 - Louvres and fans are scheduled for replacement per the Capital Reserve Study. Heaters will not be installed on the fresh air fans.

5. New Business

a) "Spring 2019 Task List"

- Windows/sills and issues to be addressed in the Capital Reserve Study.
- Other issues of a "cosmetic" nature will be addressed as part of the monthly maintenance tasks.

b) Unit A Water Meter - Should the HOA look into separating the Unit A water meter?

- History: Originally, each unit had a water meter and each member paid their own domestic water usage. In 2010, the landscaper did not install a separate meter for the new irrigation system. Since then, Unit A's domestic water usage (\$22/month) is paid for by the Association.
- Per PNCI, the cost of a new meter could range from \$500-\$1,000 plus labor. Additional costs could be incurred if there are issues disconnecting/reconnecting the line(s).
- The Board decided not to install a new meter, per PNCI's recommendation. The Association will continue to pay for Unit A's domestic water usage. This averages to \$2.00 per month/per Unit.

c) Unit C leak over back patio door

- PNCI to evaluate in the coming weeks. Hope this will alleviate 1) Leak in Unit C garage 2) Leak in main garage between Unit C and Unit E.

d) Spigot won't turn off easily in Breezeway CEF (located on Unit C side)

- PNCI to evaluate in the coming weeks

e) Painting bids

- Elite Painting on 01/04/19 - \$45,000 for current color and an additional \$3,000 for different color.
- PNCI to receive two more painting bids for comparison.

6. Adjournment: 11:39am.

7. Submitted by: Lindsay Keller on 06/19/19.