

**Walton Village Homeowners Association  
Board of Directors Meeting  
May 7, 2013  
(Approved 10.21.13)**

**I. Call to Order** - A Board of Directors meeting for Walton Village Homeowners Association was called to order by Andrew Henry, President of the Association, at 6:30 pm, at the offices of Axis West Realty, Inc., 1585 Mid-Valley Drive in Steamboat Springs, Colorado.

**Roll Call** - Those individuals present at the meeting included;

Andrew Henry	Epsilon 8
Stacy Huffman	Gamma 6
Nikola Skoda	Beta 5/Rho 14
Urte Delliquadri	Bookkeeper
Evlyn Berge	Property Manager
Brian Berge	Operations
Lori Burch	Administrative. Assistant

**II. Review BOD Meeting Minutes, April 16, 2013** - The meeting minutes for the Board of Directors meeting held on April 16, 2013, were presented for review. A first motion was made by Stacy Huffman to approve the meeting minutes with revisions as directed by the Board. Nikola Skoda made a second motion and the meeting minutes were approved.

**III. Financial Review** - Urte Delliquadri briefly reviewed the financial statements for the Association, which included the Estimated Year-End report, the Proposed Budget dated July 2013 – June 2014, the A/R Aging Summary dated May 7, 2013, and the Reserve Study/5 Year Maintenance Plan. There was also a review of the Capital Reserve History.

- A.** A brief review of the bank accounts confirmed that the association is in very good standing.
- B.** Account Receivables were \$38,458.86.
- C.** While reviewing the Proposed Budget, it was noted that the Profit and Loss Report currently shows the Association operating primarily under budget. The proposed budget reflects a few minor adjustments; an increase in insurance, due to an insurance claim and a decrease in legal fees, were the two primary changes, but should help offset each other.
- D.** The next item reviewed was the Reserve Study/5 Year Maintenance Plan. As projects/repairs continue throughout the year, changes in expense amounts, as well as estimated expenses will need to be updated on the plan. As maintenance issues are completed, Urte makes adjustments according to exact expense amounts, as well as making changes to projected expenses for future projects. At the request of management, minor changes will be made to the plan so that it is easier to determine which projects/expenses are complete, and which ones are not. Reviewing each line item, Evlyn reiterated that adjustments will need to be made to this worksheet as maintenance and repair issues continue, so that actual and projected expenses are stated and organized for the upcoming HOA meeting, which is scheduled for May 18, 2013.
- E.** The Capital Reserve History was briefly reviewed. The Association is planning some very large major maintenance projects this summer/fall.

**IV. Maintenance Update** - A quick review of the Maintenance List indicated the following;

1. **Structural Building Repairs** – The estimated bid is \$14,000 for structural repairs to Epsilon and Omega buildings. Stacy Huffman made a first motion to approve the expense. The motion was seconded by Nikola Skoda and the expense was approved.
2. **Routine Maintenance Schedules are as follows:**
  - A. **Entryway Spraying** – Is scheduled for May 22 - 24<sup>th</sup>
  - B. **Tree Spraying** – Is schedules for May 21<sup>st</sup>
  - C. **Dryer Vents** – Check/Cleaning is scheduled for June 5 – 7<sup>th</sup>
  - D. **Chimney** – Check/Cleaning is scheduled for June 10<sup>th</sup> & 11<sup>th</sup>
  - E. **Power Washing** – Power washing of the stairwells, entryways & ceilings is scheduled for May 22<sup>nd</sup>, 23<sup>rd</sup>, & 24<sup>th</sup>, with the replacement of the rubber treads, on an as needed basis dependent on cost projection.
3. **Roof Repair/Replacement** – Bids are being acquired from several different roofing companies, including 3-4 local agencies and 1 from Granby. Management has been spending a lot of time getting bids, negotiating estimates and collecting warranty information for the upcoming project. Management is still waiting on information from 1 or 2 contractors. It was decided to schedule a separate meeting to review all of the information for roof repair/replacement project before making a decision.
4. **Outside Lighting** – Expenses were previously approved to repair/replace light post near the volleyball court.
5. **Patio Furniture** – Prices, styles and materials are being reviewed for the patio furniture replacement. Management is ordering samples for the Board of Directors to review.
6. **Crawlspaces** – Additional improvements on crawlspaces in 7 buildings, excluding Alpha, Epsilon and Omega, is estimated to cost approximately \$20,300. This maintenance item was tabled for 2013/2014.
7. **Landscaping Bids** – Management has acquired several estimates for the landscaping/mowing work. A motion was made by Andrew Henry to hire Gecko Landscape and Design on a “test” basis to do the landscaping at the planting bed near the north entrance of the pool. The motion was seconded by Stacy Huffman and approved.

A final decision on whether or not to hire a new landscaping company will be made after this landscaping test is complete. It was noted that the current landscaper/mower is consistently cheaper than the acquired bids. Andrew made a first motion to get started with the landscaping this spring, and continue working with the current landscaper on the mowing and spring cleanup. The motion was seconded by Stacy Huffman.

Additional Landscaping Issues - It was noted that a good spring cleanup is still needed. Also, there are two large trees on the property that have acquired a cardiovascular disease. One tree is near the Pi building and the other is near Alpha building. Attempts to save the trees are being made at a cost of \$75.00 per tree, with a 50/50 chance of improvement.

8. **Parking Permits** – Estimated cost of \$1,500. It was noted that Management will call Waste Management and ask them to move the dumpsters near the Pi building closer together in order to acquire more parking spaces for the Association and possible new, long-term parking area.
9. **Hot Tub Update** – Future plans for the hot tub building include new floor tile and wall tile. It was decided that this project will continue to be studied along with cost of a new hot tub when necessary.
10. **Removal of Outdoor Hot Tub** – It is estimated to cost approximately \$5000 to remove the outdoor hot tub near the pool area. The old hot tub could be sold for approximately \$3000. It was decided to ask the Homeowners Association at the Annual meeting for their input.
11. **Front Doors & Storage Door Painting Project** – Estimates on painting front doors and storage doors will be acquired after the power washing is complete.
12. **Walkways** – Bids and information are being acquired on the walkway replacement project. It would be optimal to replace the asphalt sidewalks with concrete, although it will be more expensive. More information and estimates will be available at a later date for review. The recycled material is no longer a preferred material. Concrete is recommended because of the continual drainage issues with the complex. Concrete has gravel beneath it, instead of road base, and should hold up better than asphalt.

## V. New Business

- A. **The Senate Bill HBO9-1359 Adoption and Amendment of Policies** – Information will be emailed to the Board of Directors for review. This Policy will require approval and signature of the Board of Directors.
- B. **Smoking Complaints** – There have been several complaints regarding smoking on the property. It was decided by the Board of Directors to address this issue with the Homeowners at the Annual meeting. Legal advice and clarification regarding no smoking policies will be acquired for legal counsel.
- C. **Garage Lottery** – The new idea of building a garage on the property, and selling the garage units on a lottery basis, was presented to the Board for possibly future consideration. No bids or information was presented. However, the Board appreciated the idea and the concept will be presented to the Association for their input.
- D. **Long-term Parking** – Long-term parking issues persist. Management continues to post and notify people that illegally park. There is currently a mobile home parked in the long-term that will be towed at the owner's expense if it is not removed soon.
- E. **Posting of Events/Projects/Meetings** – It was decided that Management no longer needs to post signs at the property for meetings etc., unless it is something that requires a “call to action” of the tenants/residents.

**VI. Meeting Adjournment** – The Board of Directors meeting was adjourned at 8:23 p.m.

Respectfully Submitted,

Evlyn Berge  
Lori Burch  
Axis West Realty, Inc.