

Eagles Landing Condominium Association

Meeting Minutes For April 2, 2022

The April Board Meeting was held on April 2, 2022 at the Best Western Silver Saddle Motel in Estes Park and also with teleconference. Doug Werner, President called the meeting to order at 10:07 a.m.

Present were:

- President: Doug Werner, G3
- Vice President: Erika Goetz, B2
- Secretary: Jim Buck, B6
- Treasurer: Dianne Pliska, C6
- Member at Large: Donna Elston, H1
- Member at Large: Zora Thoms, B4
- Bookkeeper: Maria Karr, F2
- Owners: Marilyn Buck, B6
- Conference call dial in line was available for 6 minutes after scheduled start time. No participants dialed in, so the conference line was disabled due to “hold music” while waiting for potential participants. Our meetings start at scheduled time.

A quorum was established as 6 members were present.

Secretary’s Report – Jim Buck

The minutes from February have been published and are on the website.

Financial Report – Maria Karr

- Balance Sheet: As of March 31, 2022, the Construction Account has a balance of \$57,248.15; the Operating Account a balance of \$31,958.20 and the Reserve Account a balance of \$60,912.59.
- Profit/Loss Statement: From January 2022 through March 2022, snow removal by MDF remains high. Total snow removal for the year is \$7,419.71. Waste Management for April 2022 will be \$379 instead of the usual \$328. Increased gas price has added to this expense. Our ex-employee still owes \$893 but will be paying for March. Currently we have 24 owners who have paid in full the \$2,000 special assessment; 7 have made partial payments and 14 have made no payment. The special assessment is due in full by May 1, 2022.
- Check Detail: The most recent Waste Management bill (03-15-22) was for \$389.80.

Donna Elston made the motion; seconded by Zora Thoms to approve the financial report as presented. This was unanimously approved.

President’s Report – Doug Werner

- Via Email, the Board approved payment for the C6 deck repair. Issue resolved.
- Via Email, the Board approved reimbursement of \$110 to the owner of unit E3 for spigot/pipe repair. Issue resolved.
- Special Assessment: This will be discussed at an Executive meeting
- Trash/dumpster compliance: Doug has contacted the police regarding illegal dumping. We will be obtaining the license plate number, vehicle description and picture of the driver. The new security cameras are working. An additional trash pick-up will be needed in the near future.
- Trailblazer update: The installation of the mainlines has begun.
- Windows/Door replacements: Per Declarations, the Association needs to approve replacement windows and doors for all moving forward.
- HOA Attorney: Stacey Adams, former Treasurer of the HOA, has referred Robert Foster to us. Doug Werner has been in contact with him.
- Property Map: A map of the complex has been missing from the Declarations. Doug found the map with Larimer County. Donna Elston made the motion; seconded by Erika Goetz, to add this two-page map to the Declarations and place it on the website. This was unanimously approved.
- Maintenance Spreadsheet: A sheet will be developed for each building that will demonstrate specific needs for that building. This is a work in progress.
- Unit Keys: Dianne Pliska, Treasurer, has 22 of the 45 keys to the units. If an emergency occurs inside a unit and a key is not available, the Fire Department may need to break into the unit. It was determined that from a privacy and owner position, under current bylaws / declarations, that back up keys to units are not required to be provided to the HOA or Maintenance personnel, and that individual unit owners, at this point have the authority to refuse the request to provide emergency unit keys. As per current bylaws / declarations emergency access will be used as necessary to any unit at the unit owner's expense.

Old Business

- Gutter Replacement: EcoShield (Donna). The gutters for F and G building have been approved by the Board via email. The gutters are \$600 higher this year.
- ELCA Sign Repair/Replacement (Jim). Two individuals have looked at installing a new sign. Written bids for installation costs have not been received. Manufacturing for the sign will be a 4-6 week process, so it was decided that the sign needed to be ordered while installation costs/ vendor approval are being evaluated. Jim Buck made the motion; seconded by Dianne Pliska to order the new sign through Smith Sign Studio of Estes Park. This was unanimously approved. The cost is \$1,987. Labor approval for sign installation is in progress – Jim Buck will provide written quotes as soon as possible.
- Painting (Jim and Donna). The most recent bid is from J&L Painting. The bid is for \$15,500 for one building. Brandon Painting is for \$9,700 (2 colors) for one building.

MDF is \$10,355 (2 colors) for one building. Amazing Painting Solutions has bid \$28,394 for two buildings. We need references for all and then further discussion.

- Security Cameras Purchase/Installation (Donna). New security cameras have been installed and are operational.
- Bank Signor Update (Erika). The Board Officers and Bookkeeper have signed the necessary documents at the Bank of Colorado. This was completed April 12, 2022.
- Unit Master Keys: Discussed under Presidents Report.
- Maintenance Manager: Tabled.
- Declarations Conflict (Article XI(B1), VII CC tabled.
- Special Assessment Construction: Dan Casey, Pro Source, evaluated every stairway, landing and deck last year. Some are in serious condition. Those that are listed in dangerous condition (10 or 10+) will be completed first. Updated pricing from Pro Source will be obtained, installation scheduled, and full disclosure to owners will be published on the website and emailed as necessary to owner group.

New Business

- Fannie Mae: Fannie Mae has a new addendum to their mortgage lenders. This is a complicated three-page form. After some discussion, Doug Werner made the motion; seconded by Erika Goetz, that ELCA will continue to fill-out the original Fannie Mae application but exclude the addendum. If this is not acceptable, the buyer will need to find a non FHA lender. Motion was unanimously approved.
- Annual Meeting Update: An exact date cannot be scheduled at this time due to Board conflicts. Item temporarily tabled while board discusses alternate meeting dates.
- HOA Rules and Regulations Enforcement and Violations Procedure: This is all covered in the current By-Laws. These can be reviewed on the Eagles Landing website.
- Communication With Owners Regarding Work Related To The Special Assessment: As the weather warms, a schedule will be developed. The initial projects will focus on those decks, landings and stairways that are in the most dangerous condition. Pro Source has identified these projects as urgent (10 or 10+).
- Communication With Owners Regarding Trailblazer Decision, Status and Construction Notification: The mainline installation has begun but the private sewer line locates, as required by Trailblazer, have not yet been established. Work on this issue remains in progress. **Eagles Landing** is currently not in a position to approve the installation of the private lines on the property.
- Emails Regarding Maintenance or Complaints: Do we need additional email addresses? Who will be receiving these emails? This is a work in progress.
- A discussion was introduced by Doug Werner regarding a common, shared electronic file system such as Share Point. This will require future discussion.
- An Executive Board Meeting via conference call is scheduled for April 14, 2022 to discuss internal matters.

Adjournment

Donna Elston made the motion; seconded by Zora Thoms to adjourn the meeting. This motion was unanimously approved. The meeting adjourned at 12:34 p.m.

Jim Buck, Secretary