

**Eagles Landing Condominium Association**  
**Board Meeting on December 29, 2022**

A Board Meeting was held on December 29, 2022 via teleconference at 6:02 p.m. Doug Werner, President called the meeting to order. A quorum was established as 5 members were present.

- President: Doug Werner, G3
- Secretary: Jim Buck, B6
- Treasurer: Dianne Pliska, C6
- Member at Large: Zora Thoms, B4
- Member at Large: Shannon Murphy, A2
- Bookkeeper: Maria Karr, F2

**Secretary's Report – Jim Buck**

- The past minutes of 09/24/22 are posted on the ELCA website.

**Financial Report – Maria Karr**

1. Balance Sheet: The Construction Account has a balance of \$15,612.00. The Operating Account has a balance of \$29,889.51, and the Reserve Account a balance of \$78,960.86. Some owners have paid HOA payments for the entire year of 2023. Three owners owe for December 2022.
2. Check Detail: The report reflects activity between September 22, 2022 and December 26, 2022. A check of \$9,583.36 was paid to ProSource on October 4, 2022 for deck and stair replacement. Shannon made the motion, seconded by Zora that the Financial Report be approved as presented. There was unanimous approval.

**Old Business – Doug Warner**

1. Items from September 24, 2022 that are still tabled are items 1 – 4.
  - Declarations Conflict (Article X1-B1)
  - Maintenance spreadsheet – in progress
  - Email / Website restructuring
  - Common Shared e-files for maintenance and other document
2. The insurance review by Hugh Vallely remains in progress.
3. The reserve study approved previously is now doubtful after review by the selected committee. Please see New Business.

**New Business**

1. Fence damage – C building details are not available, and an investigation will take place.

2. Trailblazer update – the project is complete. Two owners are using the new service, and are satisfied. Asphalt damage is not apparent.
3. QuickBooks Concern – our bookkeeper, Maria Karr, is currently using the QuickBooks software to record our financial records. QuickBooks has increased in price and now requires an annual fee. The Board and Maria need to explore what options are available, including converting to QuickBooks online. Shannon made the motion, seconded by Dianne to continue discussion of this topic at the next meeting. There was unanimous approval.
4. Permit for entrance signage issue was, after paid for, determined to not be needed. A refund check from the city of Estes Park was supposed to have been processed on 11/30/22 but has yet to be received. Doug will contact the Town again for an update.
5. Night Light Update by Doug – Shannon has someone who will install the remaining 15 lights. This project needs to be coordinated with the owners. There are only 4 units that will need to be coordinated with the installer as these 4 units require inside access. The remaining lights are all accessible from the outside. Doug has the list. This project is tabled until spring due to winter weather.
6. Winter Services Update by Doug – Salt buckets have been placed by lower level units by Luis. Shannon made the motion, seconded by Dianne to have Luis purchase additional salt as needed, and to be paid for his labor. There was unanimous approval.
7. Update on 2022 Special Assessment Work – all scheduled work except for unit B6 was scheduled to complete as of today's meeting date – December 29th. Unit E5 was in progress as of today's meeting, but has not been confirmed complete. Doug will get an update from the contractor for an update. Once final costs have been determined, a detailed summary will be provided to the owners.
8. Dumpster Update – the two dumpsters are working better. Cardboard, etc. is not allowed outside the dumpsters. One person has already violated the new rules. Two bifold doors were placed outside the dumpster. Donna Elston believes the offender is from C building. Doug will send an email to the owners in C building.
9. Cameras - do we purchase additional cameras for better coverage? The issue will be tabled until a later date.
10. Pet/Trash Violation Enforcement and Penalties – there is a current pet violation in building A, and there has been a violation in building D. The By-Laws state a fine of \$100 per day can be levied for non-compliance. To be discussed further at next meeting.
11. Insurance Update – the new premium from American Family for 2023 is \$17,518.10. This is an increase of only \$1,039.33 from 2022 (6.68% increase). This is under our budgeted amount of \$18,384.00 for 2023. American Family requested we complete a survey for them. Jim made the motion, seconded by Dianne to decline American Family's request to complete the survey at this time. There was unanimous approval.
12. Reserve Study and Property Evaluation by Shannon – the Reserve Study by Association Reserves would cost \$5,000. Fawn Valley Inn had the study performed, but they have significantly more amenities than Eagles Landing. The study is too expensive. Shannon

is still waiting for Dan Casey of ProSource to price needed upgrades to all eight buildings. Further discussion to take place at a future meeting.

13. 2023 Maintenance / Funding – the ten projects for 2023 were originally estimated at \$106,574, which is the budget number being used at this time. How will this project be funded? The economy currently is not in a good place. Extensive discussion followed. For safety reasons, these ten projects need to be completed. After additional discussion, Zora made the motion which was seconded by Shannon that this project be funded by the owners with the board pulling \$30,000 from the reserve account. There was unanimous approval. This will reduce the special assessment by owners to be \$1,688. After further discussion Jim made the motion, seconded by Shannon to set up the following payment schedule:
  - An owner can pay the full amount by July 01, 2023.
  - If making two payments, the first payment of \$844 is due by July 01, 2023. The second payment of \$844 is due by December 31, 2023.
  - If making monthly payments for 12 months, the monthly payment of \$141 is due beginning March 01, 2023 and ending with the February 2024 payment.
14. HB22-1137 Details by Doug – new HOA rules and regulations will replace current regulations. Declarations and By-Laws will need to be reviewed and potentially amended. Further discussion will need to be scheduled.

### **Next Meeting**

The next meeting will be January 31, 2023 at 6:00 p.m. via teleconference.

### **Adjournment**

Dianne made the motion, seconded by Shannon to end the meeting. The meeting adjourned at 7:59 p.m.

Jim Buck, Secretary

### **01/31/23 – Board Meeting – Amendments to 12/29/22 Meeting Minutes**

The New Business, item 13, should state ELCA will be responsible for \$30,614 of the 2023 Special Assessment. Jim Buck made the motion; seconded by Erika Goetz to amend the December Minutes to reflect the corrected ELCA payment amount for the 2023 Special Assessment. Doug will prepare the updated document for posting on the website and distribution to the owner group. This was unanimously approved.

The New Business, item 13, in the section regarding owner payment schedule reflects a motion and a second to approve the schedule, but the documentation of vote to approve was not reflected in the minutes. There was a unanimous vote to approve the schedule. Motion to amend the minutes showing

voter approval for this item was made by Dianne Pliska and seconded by Jim Buck. The motion was unanimously approved.