

**Shadow Creek Condo Association  
Board Meeting Minutes  
August 20, 2015**

Present were: Bobby Floyd, Mary Nakashian, Roger Gridley, Sam Maphis, Greg Pavlich and Signe Hovem by Skype. Helen Cartwright represented Bartlett Property Management.

The meeting was called to order at 2:04 pm. We have a quorum.

Approval of Agenda:

Bobby moved to approve the agenda. Mary seconded the motion, which passed unanimously.

Approval of Minutes:

It is bikes *without* tags that will be removed.

Mary moved to approve the minutes of the June 11, 2015 meeting with this amendment. Roger seconded the motion, which passed unanimously.

Financial Statements:

We currently have \$164,554.71 in our reserve savings account.

Replacing the decks was a big unanticipated expense and building maintenance is now over-budget.

Mary moved to approve the financial statements. Roger seconded the motion, which passed unanimously.

New Business:

*Insurance coverage:*

We have increased our fidelity coverage with a stand-alone policy for total coverage of \$295,000.00. Bartlett Property Management should obtain their own, matching fidelity insurance and will provide proof of coverage by October 1, 2015.

Based on the State Farm review of our insurance coverage, Roger moved to increase the building replacement cost from \$3,416,100.00 to \$3,890,000.00, to increase the auxiliary structure coverage from \$50,000.00 to \$75,000.00, and to increase the deductible from \$1,000.00 to \$5,000.00. Mary seconded the motion, which passed unanimously.

*Pool & Deck Renovation:*

Bob reported on the pool committee's findings.

We have received a bid of \$65,000.00 from Quality Pools for an extensive scope of work, which will be reviewed to see which items are actually needed. Medic Pool and Spa are still interested in submitting a bid. We will investigate other companies to approach.

We still need to investigate where and how much the pool is leaking.

The Board decided to concentrate on repairing the pool now and to look into replacing the decking once we know the pool is functioning correctly. This will cost around \$5,000.00.

Bob has also been investigating the possibility of conversion to salt water. This would cost \$2,000.00 and the operating costs are higher. This would need approval by the whole membership.

Mary said that we need to let owners know when the pool will be closing for the year. The target date is September 15.

*Limited Common Areas:*

Jerry will draft a letter to owners regarding their obligations to maintain the limited common areas. These include the front decks, back decks and hallways. Sam suggested that skylights are classified as windows and included in the limited common elements. We will need to check that with the covenants.

*Landscaping:*

It will cost \$200.00 to cut and remove the rocket junipers. It was decided to put this off until later. We will replace the Snow on the Mountain at the side of 315 next spring. Matt from Green Spaces will be providing a bid on selectively clearing the creek bank to provide visual access from the gazebo.

Old Business:

*Deck Repairs:*

It cost \$14,000.00 to get the decks at 315 replaced. Bobby has spoken to the unit owners and they are clear on their responsibilities going forwards. The decks should be re-stained every 3 – 4 years.

*Utility Report:*

Helen and Sam have been working on a review of the utility billing. The system for allocating utility expenses was put in place by the developer. Base heat is the cost to keep the boiler running so that anyone can call for heat at any time and is divided equally amongst all units.

Options we can consider are turning off the boiler for the heater in the summer, although we do have cooler days when people may want heat.

We could also install usage meters on the pool and the heating system boilers. We need to analyze whether the cost of installation is a worthwhile expenditure or not.

Individual units' gas heaters should be metered and billed separately by Xcel Energy.

*Guttering:*

Sam is getting a bid from Colorado Seamless Gutters to put gutters on the front of 315 to prevent dripping onto porches and siding. Mary moved to approve the work up to a cost of \$3,500.00. Roger seconded the motion, which passed unanimously.

*Procedure for work in Common Areas:*

Mary circulated a draft of the protocol to all owners and there were no issues brought up. She will resend it as a final document.

*Bikes:*

Bobby will send out another email to residents about the bikes before any are removed.

Homeowners' Concerns:

Greg said that he wants to move his deck up closer to the door level to make access easier. It is also beginning to rot. He will need to submit written plans to the ACC for approval. Helen will give Greg the number of the contractor who replaced the decks in 315.

Next Meeting Date:

The next meeting will be on Monday October 12, 2015 at 2:00 pm

The meeting was adjourned at 3:26 pm.