

WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

GENERAL MEETING MINUTES

March 28, 2024

Attendees:

Sean Dolan, Acting Onsite Manager
Mike Gantz, President
Michael Montoya, Vice-President
Dottie DeMark, Secretary
Jan Massey, Treasurer
Matthew Shewmon, Voting Member

Absent:

Mallory Stedman, Voting Member

Also Present:

Christine Sperry, #101
Carolyn West, #107
Alvin and Carmen Padilla, #403
Lisa Shewmon, #703
Carol Patch, #1001
Bonnie Stauffer, #1012
Amalia Johnson, #1102

Meeting start time: 6:02 pm

1. Roll Call.
2. Open Discussion. Amalia advised that the pillar in front of her door that supports the upstairs is very wet and pooling from drainage and asked if it has been looked at. Sean will have Marc look at it. He also said we are in the process of getting bids to fix these type of issues. Mike G will be onsite tomorrow morning and will also take a look at it. Carol asked about a work order she sent in about the vents above her patio. Sean got it and will take a look at it. Lisa advised that the cable in the clubhouse is still not working; specifically the low channels but not the high channels like 200 and up which are working. The message she sees says an update is needed. Sean will have Marc check it out. Christine introduced herself to the Board; she is new to the complex and lives in Unit 101. She wants to be involved; wants to know the renters, how many owners, and wants to know what the HOA does. Her biggest concern right now is that we lost

Megan so who does she talk to now. Sean is Megan's replacement. Christine wants to be involved because she has some things she's noticed and she can be a trouble maker; she wants to understand how the complex works. Sean gave her a "10,000 foot" view, introduced each Board member and talked about their jobs and qualifications. Board Meetings are held the 4th Thursday of the month at 6) pm; the Board handles owner and tenant problems, creates and proposes a budget to owners at the end of the year, and all information is on our website. Sean lives onsite and you can leave emails or voice messages on the phone. Christine is trying to understand the protocol and what to do if she has an issue and can she be a part of it. Matthew advised that attending the Board meetings, and listening and looking at reports is the best way to get to know. Christine wants to make connections to people. She thinks this place is beautiful and she wants to protect it and keep it special. Alvin asked if we could refresh the workout room, like replacing the carpet. Sean will schedule someone to come in and look at it. Matthew asked if the concern is that it's dirty or hard or what? Alvin said that even with a workout mat, he still has to touch it. Alvin likes that they can pick their workout times and he would also like a way to meet people here. Sean will work on some social events. Lisa suggested that anyone could put a sign in the mailroom suggesting anyone who wants to meet and have coffee and donuts and a group could be created. Sean advised that he's been working on gathering phone numbers and emails to make communication easier among residents. Dottie talked about placing a notice in the mailroom for anyone interested in starting a game night. Also she advised that the mailroom floor looks like it hasn't had regular attention. Alvin advised that when the sprinklers turn on by his unit #403, the water goes right down the driveway and the driveway is starting to sink. Sean will have Marc take a look at it. Sean reminded attendees that the quickest and best way to advise him of a problem is to send emails to him; many issues don't require your notifying the Board since they hear about everything going on from Sean.

3. Approval of February 22, 2024 Minutes. Sean requested that the spelling of Soderberg in Item 4b be corrected and to change 'pool filters' in second sentence of Item 5b to hot tub filters. **A Motion to approve the February 22, 2024 General Meeting and Executive Session minutes with the corrections noted above was made by Mike, seconded by Matthew, and the Motion was approved.**

Old Business.

- a) Asphalt Paving Operation. Sean advised that everyone was responsive to the signs; one person called and he had to help her get her car started. They should be pouring concrete tomorrow, it will cure over the weekend, then start milling the rest of the asphalt. They will then spray down the adhesive and you can't drive over it. There was a 2-day delay because of the giant snow that missed us, but the job will only have to be extended one more day. Sean reiterated which areas of the complex are being worked on. He will make calls to residents again tomorrow and paper their doors. No one can park on 29th Street. We have had no complaints on the parking. We will tow any cars that are parked in the way of the workers and relocate them. They're doing good work.
- b) Clubhouse Rentals. A traveling nurse will be there through June 8. Another nurse coming next month is interested in the apartment. We can't use Air B&B because we have no interior cameras. Sean is having luck with Furnished Finder.com and is getting emails. Someone

reached out for a corporate rental. Sean described the 3 units upstairs. Lisa suggested we try Apartments.com; they give free information on background checks; and she explained their pricing structure.

- c) Hot Tubs. Sean has been working on the hot tubs for 6 weeks; they were purchased ten years ago. He described how the hot tubs work, how the water circulates, etc. One of the pumps is on its last leg. Sean did some investigative work and found out that the displays were changed to save electrical work in the past; bumping the button will shut down the system. There are problems with hard water and mineral buildup. Sean said we could spend \$4,000 on parts to repair them and maybe it will work. One of them works fine. No one is buying hot tubs right now so there are a lot of deals out there. Sean referred the Board to the agreement from Aqua Spas in their packet. It includes 3 tubs where the price was discounted and removing the old ones and putting in new ones. Sean needs a decision by the end of the month which is tomorrow. It is Sean's opinion that we don't try to fix them. Matthew asked if we really need 3 hot tubs and a discussion followed about how frequently they are used. Sean advised that most of the complaints he receives are about the hot tubs; it is a popular amenity. Aqua Spas offered to finance the purchase at \$500/month for 3 tubs. Mike M thinks we should stagger buying them and not buy them all at once. We would need to figure out the budget also. Matthew asked how the price would change if we only got one. Jan doesn't like being put under the gun; we have many other needs; other complexes have one tub with many more people using it. Waiting in line is okay. Matthew asked how much it costs a year to run a hot tub. Mike G said that the electricity is about \$50/ month per tub. A discussion followed about how long a person stays in the tubs. Lisa suggested to get one unit now and fix one. Are the parts interchangeable. Jan suggested Sean go back and have the estimate expanded. Matthew asked if we buy one this year and one next year, would we get the same discounted price. Jan pointed out that there is more paving to be done; painting coming up; we are spending lots of money. Dottie suggested we buy one and try to get the closest one working in the meantime.
- d) Bollards. Sean stated that the bollards are a nightmare. They are old, in awful shape, they run very hot, they're 20 years old and not well made, the plastic is melting, and replacing them is not in the budget. He thinks we should start looking at replacing them. His initial impression is to look at solar ones; if they can't be solar, lots of electric work is required. The second most frequent complaints he receives below the hot tubs is the bollards. We will need someone who does commercial lighting. Sean will start getting quotes and researching prices. We could maybe buy a solar one and mess with it. Replacing them is on the reserve list. Jan asked if we could get an electrician to look at the one causing problems, in the southwest part of the property. Sean will talk with Marc about it. Mike M suggested a temporary solution would be to buy the round ones set in the ground and attach them to the tops of the bollards not working now.
- e) Concrete Work Quote. Sean referred to the Soderburg quote and described it. The concrete pricing is not given yet because it changes. Sean's biggest concern is the south side of building 8 where the wood has rotted out in the privacy walls; we have braced the really bad ones. The wood is rotting on the garbage can walls. Soderburg's estimate for \$38,000 is to repair the things we are most concerned about. Dottie advised that we need to make him aware of the sidewalks that we have ground down for safety reasons. Sean will get more than one bid. Soderburg knows this will be a multi-year thing. Bonnie talked about neighbor kids doing

dangerous things; created a swing, climbing up the walls. It is a safety hazard. Sean said the unit was identified and he will talk to them. Mike M suggested that we need a more detailed breakdown on repair process. He feels like the bid is for labor only; maybe we should call a concrete expert. Jan advised that Soderburg's bid is missing a building. A discussion followed about the clubhouse pillars in the front and by the pool area that are rotting.

4. New Business.

- a) Garage Sale Date. Sean will ask Pinnacle and T-bone when they're having their garage sales. Mike G will look up when we had ours last year. Later May or early June would be ideal. We can decide at our next meeting and the item was tabled. Lisa volunteered to put an ad on marketplace, and suggested we do it on Friday and Saturday and not Sunday.
- b) Pool Repair, Start Up, Certification Update. Once the paving is done, Marc and Sean will start learning about how to maintain a pool. In mid-April we will pull the cover back and Marc will do some initial repairs like the deep end stairs where one stair is broken, replace filter flaps, and give it a good scrubbing. It will take a long time to fill with the one-inch hose that we have. Then do the chemicals; order a supply of chemicals; and unwinterized the pump room. Both Sean and Marc will become certified.
- c) IRS. Jan received mail from the IRS saying we owe them \$9000 for payroll taxes. The tax ID number on the document is not ours. It's from 2020. Jan is working on it. She feels we do not owe that money. Mike G advised that there is a report we need to file under the Corporate Transparency Act and suggested Jan get help on it from our CPA. We have all year to do it; the fine would be \$500/day. Jan will discuss with Yeager.
- d) Quickbooks. Jan advised that the Quickbooks renewal was rejected due to old debit card information. Debit card information was updated but not in time to switch to online service.
- e) Pinnacol. This item was deleted.

5. Reports.

- a) Transaction List by Vendor for Feb/Mar 2024. The payment to FLM of \$4,519.50 is the first payment on their contract for this season. Sean advised that an FLM supervisor came out to check the property and sent workers back out to complete some work. Sean advised him that if it happens again, we're done.
- b) Profit and Loss Budget Performance & Balance Sheet for Feb/Mar 2024. P&L: Good job to Jan on Item 4100, interest earned; the figures are much higher after she changed our investment accounts and banks. Hot tub expense so far is \$300. Jan advised that Item 3512, Asphalt Remove and Replace, of \$144,877 should have an additional \$10,000. It's not on this P&L and it's not on the budget. Sean pointed out that we have been lucky so far this year with snow removal. Balance Sheet: Jan advised that the checking account is so large because of upcoming asphalt payments; some money will come out of the money market account also. Jan was asked why Item 2102, Insurance Proceeds Payable, \$-386,307.14, is still on the balance sheet. She advised that the CPA has been sending journal entries which she has been doing, but she will need to ask him why it's still there.

Whereupon, the Board went into Executive Session at 7:36 pm. The minutes for the Executive Meeting are recorded elsewhere. The Board returned from the Executive Meeting at 8:09 pm .

A Motion to Adjourn the general meeting was made by Dottie, **seconded** by Matthew, and the **Motion passed**. The meeting was adjourned at 8:09 pm.

Respectfully submitted,

Dottie DeMark, Secretary