

WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

ANNUAL MEETING MINUTES

June 26, 2021

Attendees:

Travis Ryan, Onsite Manager
Matthew Shewmon, President
Michael Martinez, Vice-President
Carrie Huenink, Treasurer
Dottie DeMark, Secretary
Mike Gantz, Voting Member

Also Present:

Bonnie Stauffer #1012
Doug Gilmore #803
Lisa Shewmon #703
Jan Massey #1504
Lillian Quick #1111
Tammi Guerrero #601
Amalia Johnson #1102

Meeting start time: 10:00 am

1. Roll Call.
2. Review of Main Points on Profit and Loss of 2021 Budget. Matthew discussed various points on the P&L Budget for 2021 including: total income, painting of buildings is under budget, and asphalt repairs will be done in the fall. Two of the general expenses are over budget to date, Snow Removal and Repairs. The driving factors for that were snow removal this spring which is very unpredictable and some of those expenses have been mitigated; repairs relate mostly to meth exposure by tenants in Apartment 1602 that had to be repaired/replaced. Clubhouse expenses are under budget. Total YTD expenses are approximately \$17,000 less than was budgeted so far. Jan commented on the snow removal process and asked if we would receive reimbursement for the money spent on Apartment 1602. Matthew advised that our attorney will send a demand letter as soon as we have a final figure. Amalia asked if we do background checks on the tenants and Matthew responded that we do.
3. Year in Review.
 - a. Snow Removal. Matthew advised that the big March snowstorm put us over budget on this item. To help mitigate this situation, we hired independent shovelers to shovel sidewalks and purchased another snow blower. Driveways cannot be shoveled and need a snow plow

to clear them. Matthew alerted attendees that any snow we get in the fall of 2021 may not get all of the snow removed, depending on the weather surrounding the storm. Matthew noted that the Board will be more diligent on snow removal in the future.

- b. Deck Repairs. Matthew advised that the upper deck repair project has been ongoing since 2009. Most of the decks needing repair are corner decks and there are still about 25 decks that need some form of repair. We have been using truck bed product for the surface of the deck and this year we are performing preventive maintenance on the decks.
- c. Ash Trees. Matthew noted that the City gave us a recommended plan on how to deal with the expected damage from Emerald Ash Beetles. We created our own specific plan which has required several changes in budget meetings. Our plan was reduced to treating 27 trees, and removing and replacing 1 tree instead of 7.
- d. Building Painting Phases. We have been painting 4 to 5 buildings per year since 2018. All buildings have now been painted and there will be no painting next year.
- e. Ice Damming. Ice damming on different areas of the buildings has always been a problem, especially when we have a cold year with lots of snow. One option we are exploring is installing heat tape on those surfaces but there is no association power source on the buildings. We are considering using an owner power source and applying heat tape and see how much power they draw. If it works, we could then reimburse the owner for the cost of the association power. Jan has volunteered to let us use her power for the experiment. If it works, we would then tap into other owners with their consent
- f. Meth in the Clubhouse Apartment. The tenant's brother was using meth in the apartment and when we found out, we evicted the tenant and his brother before things too bad. He was mostly using the toilet closet and exhaust fan in the kitchen. A professional was hired to evaluate the extent of the damage and another professional was hired to remove/replace the affected areas. We did as much mitigation as we could in the process. It is expected that the total cost of repair will be around \$20,000. We are sending a demand letter to the tenants but probably won't pursue litigation because of the legal costs.
- g. Amended Resolution 15. Resolution 15, which establishes and clarifies the quiet hours for the complex was amended to show quiet hours from 10:00 pm to 10:00 am for residents and their guests, and from 6:00 pm to 8:00 am for annoying construction sounds.
- h. Irrigation matters for Watering Landscape and Owner Personal Use: The Association's water bills have been increasing quickly over the past 2 years. The City raised their rates by 18% in 2020 and by 5% in 2021. The overall drought conditions and higher temperatures have added to the water usage. Lillian asked why we are watering at noon and Travis explained that we have 140 zones to be sprinkled and because the water pressure is too low when too many zones are watering, it takes many hours in the day to water them all. We are working with the landscaping company to get multiple zones to water at once. Travis is struggling with the dried areas and sometimes turns those on during the day. If more than one zone is on, the pressure is too low for the water to come out. We are working on different options to fix the problem. The City has a program with limited funds, and this year's money is already spoken for. The program is called Xeriscape and gives rebates to users. We are looking into that. Jan suggested that the area west of the far sidewalk doesn't really need to be watered. It's not a separate zone but the sprinkler nozzles can be turned from that area. A discussion was held about the effect of letting weeds grow there would have on property

values and using this area as a starting place for Xeriscape. The City did a water audit in early June and we just got results. We will review and address their recommendations. Water usage by owners was addressed in a newsletter and everyone needs to play a part to try to reduce water usage. Lillian asked if we have records on the names of the tenants living in units. She feels she is surrounded by them and her dehumidifier is filling up very fast. Tammi also advised that the humidity in her unit is 30% and she is surrounded by tenants.

- i. Merger of Garage HOA and Condo HOA. Matthew described the merger of the 2 HOAs which was done based on the advice of counsel.
- j. Association Received FHA Approval until August, 2023. Matthew advised that this approval helps buyers that are getting FHA mortgages.
- k. Hail Storm Insurance Claim. An arbitration process has been ongoing to get the insurance company to pay for things that were damaged by the 2018 storm and were left off of their estimate. We won the arbitration and will receive additional funds from the insurance company soon. Tenants will see more hail damage repairs happening in the complex. The funds we're getting will now cover all the damage caused by the hail storm. We have talked with the attorney about filing a bad faith lawsuit, but he won't do it on a contingency basis so we decided not to pursue.

Matthew then opened the meeting to questions from attendees.

Matthew advised that we received feedback from Tamara about the condition of the complex and the problem with tenants not picking up their pet's excrement. A discussion followed about hiring a service to DNA test dogs and analyze the excrement that isn't picked up and fine the owner. Also discussed was the problem with people from The Reserve across the street bringing their pets to the complex to relieve themselves. Several attendees noted they have seen West Fork residents from Unit 106 violating the clean up rule. The last time we contacted The Reserve about this problem, they would send their maintenance guy around to pick it up but that has stopped. Jan asked if this is trespassing and the answer was yes. Travis will contact The Reserve to start the maintenance guy cleaning up on a regular basis again.

Q: Do we have sensors to control the sprinklers based on the rain we receive? Travis said no, there are no sensors. Matthew advised that it is a 20 year old system and Chris is currently training to be able to make minor repairs on the system. Tamara commented on the many weeds in the complex. Travis has talked to FLM about that and has noticed an improvement this week. Carrie noted that we do not need to use expensive resources for pulling weeds from rocks; it's easy for us to do and it saves on the spraying expense. Amalia agreed with Carrie; she has been digging out roots of dandelions; and she takes pride in our property.

Q. Amalia asked how do you know where to start the bids on the garages when they come up for sale. Matthew advised that on the last garage, the minimum price of \$6,500 was based on the prior garage sale. The last garage sold for \$7,500. Does anyone on the Board have access to the bidding process and Dottie explained that all bids received were given to Dottie in a sealed envelope to protect confidentiality. The envelopes were opened after a Board meeting and Jan was present as an unbiased witness. Will the next minimum be \$7,500? Matthew advised that we are not sure; we may have to

look at market at the time. Lisa suggested that next time we show the minimum at \$6,500 but give the last sale price of \$7,500 also.

Q. Are we looking for long term tenants in the suites? Travis advised that yes, we are trying to get them. Lisa suggested contacting HR departments at big firms that frequently pay their employees to move or attend events in town. Travis advised that we used to do that and will look into it again.

Whereupon, **a Motion to adjourn the meeting was made** by Matthew, **seconded** by Mike M, and **the Motion passed**. The meeting was adjourned at 10:52 am.

Respectfully submitted,

Dottie DeMark, Secretary