

Blue River Run
Board Meeting Minutes
January 26, 2024

I. Call to Order

The meeting was called to order at 2:03 PM. Allen Kvidera, Wiebe Gortmaker, Mike Mueller, Mark Burgeson, Dianne Chisholm, Helene Bainer, and Ken Schneider were present in person or by Zoom. Kelly Schneweis, and Shane Carr were representing SRG.

Owners Present: No owners were present.

II. Owners Forum

No owners were present.

III. Minutes

The Board reviewed the 10/19/23, Board Meeting minutes. Mike requested a revision on the minutes. Alpine Bank was listed and needs to be corrected to RBC bank instead. SRG will make the correction. Wiebe moved to approve the minutes with the correction, Allen seconded the motion, and with all in favor, the motion carried.

IV. Financials

December 31, 2023, Balance sheet reports:

Alpine Operating	\$29,356.00
Alpine Reserve	\$150,600.91
RBC Wealth Management Reserves	\$204,349.14
Legend Lake Reserve Alpine	\$10,064.84

Profit and Loss vs Budget:

December 31, 2023, close Profit and Loss statement reports 3.7% over budget. Actual expenditure of \$165,626.80 vs. \$159,705.95 of budgeted expenditures resulting in an unfavorable balance of \$5,920.85 over budget.

Major areas of expense variance include:

Professional Services - \$850 over budget
Management Fees \$1,400 over budget
Water and Sewer \$2,202.45 under budget
Trash Removal \$827.83 over budget
Snow Removal \$1,022.43 under budget
Plumbing and heating \$780.00 under budget
Landscaping \$8,670.00 over budget

A/R is ahead \$8,751.12. December close reports no delinquent accounts.

All Reserves have been transferred to date.

January 23, 2024 current balances report:

Alpine Operating	\$42,205.22
Alpine Reserve	\$141,360.36
RBC Wealth Management Reserves	\$199,511.99
Legend Lake Reserve Alpine	\$10,064.84

Mike suggested paying down the debt on the loan. Mark would like to review the insurance premium expenses first and discuss further at the April meeting.

V. Design Review Board Report

Dianne provided an update about current projects. 1528LL finished their project. The new build at 1501LL is behind schedule. Most of the remaining work is for the interior. Once the project is

complete, the Design Review Committee will inspect the interior to confirm it meets design specifications. Once the Design Review Board approves the project, the homeowners will proceed to a final inspection with the building department to obtain a certificate of occupancy.

VI. Managing Agents Report

A. Completed Items

- Pressure Relieve Valve Testing
- Roof Replacement Project and Heat Tape Electrical
- 117MV irrigation replaced 1” ball valve
- 1366SV irrigation replaced 1” ball valve
- 101RR irrigation replaced 1” ball valve
- Added chicken wire for tree protection
- Backflow installations and testing
- Deck log repairs: 100RV, 104RV, 105RV, 110RV, 100RR, 101RR, 102RR, 1368S, 1370SV

Allen wanted confirmation that 104RV deck repairs were not paid for twice. SRG confirmed the previous contractor was not paid, and only 1 payment was made to Leo.

VII. Ratify Actions Via Email

Dianne moved to ratify the following actions via email:

- 11.10.23 Letter to Owners approved
- 11.21.23 Roof Final Payment approved
- 12.14.23 108RV window replacement approved
- 1.19.24 101RV Radon Mitigation approved

Mark seconded and with all in favor the motion passed.

VIII. Old Business

- a. Cantilever Deck Repairs are ongoing at 107CL, 112CL, 113CL, and 115CL. The decks are anticipated to be finished by the middle of February. Additional expenses are expected for materials and labor.
- b. The Pressure Relief Valve Report provided by Shane and Premier Plumbing was reviewed. The report indicated about 12 properties in the Tan Townhomes need to replace the valve as it exceeds the desired 60 psi. The bulk replacement cost is \$385 per PRV.

Shane reported 2 PRV’s need to be replaced in the Sage Townhomes. PRV’s are finicky and recommend replacement over repair kits. A new 2.5 inch PRV for the Sage buildings is \$1,500. This estimate includes labor. Ken wanted to know if a filter was needed for the water supply line. Shane has not seen filters on water supply lines.

Mike moves to replace the 2 PRV’s at the Sage Townhomes in the amount of \$1,500 each, total of \$3,000 at the HOA’s expense. Dianne seconded the motion, and with all in favor the motion carried.

Mike moves to replace the PRV’s, that are necessary, in the Tan Townhomes in the amount of \$385 each, at the HOA’s expense. Mark seconded the motion, and with all in favor the motion carried.

Helene raised the question, “Should there be an annual or periodic checks of the PRVs for all units?” Shane stated the backflow devices are inspected annually, and during that testing, we will be notified what units exceed the requirements.

- c. The Homeowner Water Use Policy draft was presented. Any owner violating the policy will be subject to the established Enforcement Policy. Mike moves to approve the Homeowner Water Use Policy. Wiebe seconded the motion, and with all in favor, the motion carried.
- d. Landscaping Projects were reviewed. Allen developed a landscaping tracking spreadsheet and provided a summary to the Board. HC3 Report will be scheduled for later May or early June 2024, after irrigation is turned on for the season. A landscaping plan was not established, and the Board agreed to wait until the HC3 Report is available.
- e. RockyTop Landscaping Contract 2024 was presented. The Board would like a revised estimate decreasing the frequency of mows, remove the dethatch service, and continue with aeration annually. SRG will request a revised estimate from RockyTop Landscaping.
- f. Concrete Repairs are needed at 101 and 103 Mountain Vista. SRG provided estimates to the Board from the prior year. Dianne is in favor of Rolling Stone. Mike would like a revised estimate for this year. SRG will contact Rolling Stone for a revised estimate.
- g. Architectural Document Review and Procedures guidelines were developed. Dianne observed a discrepancy on the documents for patio thickness. Mike and the Board thanked Allen for the detailed work on these documents. The Board would like to table this for the April meeting. Dianne would like to separate LL and the Townhome applications. Dianne would like to check with Fred about the patio thickness standards.
- h. SRG reported the HOA Insurance Policy proposal will be available 30-60 days prior to the renewal date of April 1, 2024. Once received SRG will submit to the Board for approval.
- i. New Homeowner Welcome Packet was discussed. Allen wants the owners to be aware of the Governing Documents, Board approval process, water policy, turning on the heat tape, and other pertinent items. Dianne would like differentiation between the Townhomes and LL. Allen would like the website to be edited to consolidate similar items under a specific category. SRG will draft a document for the next meeting and revise the website.

IX. New Business

- a. Helene provided a summary of observation for 124MV and other Townhome roof conditions. Ice was reported to be problematic in various areas. Are the TPO and heat tape functioning appropriately? Shane revealed the last storm accumulation reported 3 feet in a week which was severe. The issue is the heat tape was unable to keep up with the snow accumulation and it was overwhelmed. SRG will pass along the report to NW Roofing for feedback. The Board did not want roof snow removal with concerns of material damage.
- b. Additional snow removal cleanup has taken place. Shane discussed concerns with the snow removal company and a larger front loader is preferred. Shane reported 1370SV heat tape continues to trip the breaker. The heat tape has failed. Approximately 80 feet of heat tape at \$12 a foot is needed. Mike moved to approve the replacement of the failed heat tape. Allen seconded the motion, with all in favor, the motion passed.
- c. HB-1254 Disclosures were presented to the Board. These are posted on the website.
- d. The Annual Tax Return was previously emailed to the Board. Mark moved to allow SRG to sign on behalf of the Board and file the return. Wiebe seconded the motion, and with all in favor, the motion carried.

X. Next Meeting Date

The next Board of Directors meeting was scheduled for April 19, 2024, at 2:00PM.

XI. Adjournment

The meeting was adjourned at 4:05 pm. Dianne moved for adjournment, Mark seconded, and the motion passed.

Board Member Approval: _____ Date: _____