

Blue River Run
Board Meeting Minutes
July 6, 2022

I. Call to Order

The meeting was called to order at 2:02 PM. MaryKay Kelley, Mike Mueller, Allen Kvidera, John Dunlap, Wiebe Gortmaker and Joe Kopchik were present via Zoom video conference. Kelly Schneweis and Kevin Lovett were representing SRG.

Owners Present:

No owners were present.

II. Owners Forum

Joe would like to add downspout extensions to 116, 118, 120, 122 CL to direct drainage to the grass to help with ice buildup on sidewalks. The extensions should be 4-6 foot in length. SRG will work scheduling installation.

III. Minutes

The April 22, 2022, Board Meeting minutes were reviewed. Allen moved to approve the minutes, Wiebe seconded, and with all in favor, the motion carried.

Joe made a comment about the set of guidelines of lights and door hardware and wants to make sure these guidelines are posted to the website. The hot tub guidelines, after new revisions, will be posted to the website.

IV. Financials

May 31, 2022 close financials report:

Balance Sheet

Alpine Operating	\$38,767.73
Alpine Reserve	\$289,931.72
RBC Wealth Management Reserves	\$331,788.99

Profit and Loss vs Budget

May 31, 2022 close Profit and Loss statement reports \$380,785.31 of actual expenditures vs. \$366,877.62 of budgeted expenditures resulting in an unfavorable balance of 3.79% or \$13,907.69 over budget.

Major areas of expense variance include:

- Professional Service - \$3,938 over budget .
- Management Fees - \$1,950 over budget per contract renewal. No increase in 2022-2023 fiscal year.
- Insurance - \$3,722.65 under budget.
- Water & Sewer – \$4,079.52 over – water increase notice received -Jan 1, 2022.
- Snow Removal - \$2,007.60 under budget.
- Roof Snow Removal - \$2,037 over budget.
- General Building Maintenance - \$1,656.12 under budget.
- Landscaping - \$8,545.50 over budget.
 - Matter of timing and extra items.
 - \$7,035 Aug and September mows, irrigation repairs, drainage ditch, irrigation repairs.
 - \$2,060 fall clean up – November additional fall clean up
 - \$9,130.50 – Spring cleanup, irrigation on, irrigation repairs
 - \$470.00 Additional irrigation repairs

A/R is ahead \$4,662.48. May close reports 2 delinquent accounts. SRG working with owners on collections.

All Reserves have been transferred to date.

The proposed budget for 2022-23 fiscal year was reviewed and discussed.

Mike moved to approve the 2022-23 Blue River Run Proposed Budget as presented. John seconded the motion and, with all in favor, the motion carried.

SRG will send newly approved budget information to all owners. At the annual meeting the budget ratification process will take place in accordance with CCIOA requirements.

V. Ratify Actions Via Email

Wiebe moved to ratify the following actions via email:

- 1.29.22 Legal counsel letter to 1521L approved
- 2.9.22 107RV hot tub approval letter
- 2.14.22 108RV roof repairs approved on ridge cap \$707.40 Leo's Roofing and Remodeling
- 2.16.22 137CL roof repairs, heat cable in upper valleys and front of property
- 2.25.22 131CL late fee removal
- 3.4.22RV radon mitigation request approved
- 3.8.22 105CL roof repairs after leak to seal around metal pipe
- 3.18.22 105CL drywall repairs awarded to Helmer Tejada
- 4.14.22 Insurance renewal approval, work comp, increase in specified property, increase in crime coverage, increase in building ordinance
- 4.6.22 Altitude Law invoices approved for payment

Joe seconded and with all in favor the motion passed.

John would like SRG to notify Rocky Top BRR landscaping contractor about the metal post wraps recently completed project, and to use caution while weed eating. SRG will notify contractor.

VI. Managing Agents Report

A. Completed Items

- Gray Townhomes – metal post wrap
- 103 CL – deck railing repair
- Sent notice to owners about screen replacement
- Preventative Maintenance jet lateral drains – 114 CL
- Spring cleanup, irrigation on, irrigation repairs and adjustments
- 101 RV flashing repair

VII. Old Business

- a. Mailbox Cluster – No new updates on mailbox cluster. There is a new postmaster. Waiting for post office to be able to deliver additional mail to new cluster.
- b. The tan townhome posts and stairs project was discussed. There are 7 stairs to repair this fiscal year. SRG working on bids for this project. 104 RV needs to be corrected from last year's work.
- c. Gray townhomes and metal wraps were discussed. This project was completed, however contractor completed additional posts outside the agreement. The Board would like Shane to walk the property with contractor to review the additional posts that were completed. The Board agreed to pay contractor the original estimate in full, and after review, will discuss any additional payment.

- d. Asphalt repairs were discussed. The Board agreed the property is due for asphalt repairs. The Board agreed to add asphalt repairs on a 3-year cycle to crack fill and seal coat and repair any additional work as needed. An estimate was reviewed. The Board would like contractors' opinions on any additional repairs on South Vista. The Board would like this project to be scheduled this fiscal year. Mike would move to proceed with parking lot striping on MV and CL after the crack filling and seal coat. Joe seconded the motion. With 4 votes of an approval and Wiebe abstaining, the motion carried. SRG will work on an estimate revision and send to the Board for further review.
- e. Dumpster Signs were reviewed. There are 5 dumpsters that need updated signs. The Board would like uniform signs at each dumpster. Mike would like smaller font on the top and bottom portion of the signs. SRG will work on editing the sign and send to the board for review and approval.
- f. Roof replacement options were discussed. The Board reviewed the capital plan with two options; pay for roofs in 2 years or split out this project in 4 years. Joe is in favor of completing the roof project in 2 years. Payment options are a dues' increase, a special assessment, or a loan. Kevin with SRG discourages a loan. A possible special assessment of \$1,800 to complete the roofing project in 2 years was discussed. Another suggestion was to get the gray townhome roofs replaced next summer and then get a quote the following year for the tan ones. MK would like for the Board to make a decision at the October meeting. We decided to schedule individual meetings with each contractor (NorthWest Roofing and Turner Morris) to ask questions and clarify bids. A special assessment should not be taken lightly. John is in favor of a loan. The loan would be through the HOA and administered accordingly.

The Board discussed presenting the capital plan to the owners. No one anticipated the price increase of materials, and the original goal was to not have to levy a special assessment for roof replacement. We will not have sufficient reserves to take on both projects for the next 2 years.

VIII. New Business

- a. Hot Tub Cover Appearance / Document Changes were discussed. Does the hot tub need a locking cover? A hot tub must have a secured cover but locking and secured are different. The owner is responsible for maintaining the appearance of the hot tub and cover. Allen will make revision and send to the Board for review.
- b. Paint Scrape and Touch Ups are needed around many buildings. The owner of 117CL reported paint is peeling. The Board agreed, this is time and materials. SRG will work on scraping paint on buildings and report to the Board.
- c. The Board would like to review an estimate to repair the 102CL deck. The Board believes the floor decking materials are in good shape. Also, the owner of 117CL reported a rotten deck board. The Board inspected the board at 117CL and determined it is rotten but not load bearing or a structural issue and not high priority. It's the header board directly against the house. After an estimate is reviewed for a few deck repairs, the Board will determine a budget for deck repairs.
- d. Stone, mortar, and log chinking repairs on the tan townhomes were discussed. SRG presented an estimate to the Board for concrete repairs at the base of the concrete where the asphalt meets the building. These areas are showing signs of separation and need repairs to seal and deter water intrusions. The goal is to keep water out of these areas and then the freeze and thaw cycle will not be as much of a problem. The Board would like a revised estimate and vote by email. Wiebe would like the warranty defined.
- e. SV grass repairs were presented. After the completed work on SV, Xcel did not return the landscaped area to its original condition. SRG has reached out to Xcel and will continue to pursue until landscaping is restored. This is an Xcel expense.
- f. 103 MV concrete lifting estimates were discussed. The Board would like to review a full concrete replacement estimate in comparison to the concrete lifting estimates. SRG will work on estimates and send to the Board.

IX. Next Meeting Date

The next Board meeting will be August 20, 2022 directly after the Annual Owners meeting.

X. Adjournment

The meeting was adjourned at 4:47 pm. Mike moved for adjournment, Allen seconded, and the motion passed.

Board Member Approval: _____ Date: _____