

2011 Soda Creek Annual Homeowners' Meeting

January 22, 2010

The Keystone Center

2010 HOA Board Members

- Paula Samuelson (495D, pjsam@comcast.net, 970-389-5343)
- Andy Petrash (395F, andy@peak1media.com, 970-389-0880)
- Chris Magnotta (395B, chris@crestonefinancial.com, 303-322-9911)

Meeting Minutes

- Meeting called to order at 9:15 am
- Attendees
 - Paula Samuelson 495D
 - Becky Granger 397G
 - Jen & Mark Prim 497D
 - Annemarie Fussell 397E
 - Kristen Martin 435B
 - Brad Smith 495F
 - Valerie & Gregory Sprenger 395C
 - Scott Rozinski 495E
 - Walter Galdamez 435G
 - Wilbert Martinez 435H
 - Andrea Sonderfan & Mike Magliocchetti, Key to the Rockies
- Proxies
 - Shirley Beaty 435D
 - David Sundell 495A
 - Sue Brind'Amour 497A
- Approval of 2010 meeting minutes – on page 5 of packet
 - Sprenger unit number should be changed from 495 to 395
 - Motion to approve – Jen Prim
 - Seconded – Brad
 - General approval – Approved
- Key to the Rockies Financial Report for 2010 (page 12)
 - Operating Budget: By year end, Key to the Rockies is forecasting the 2010 financial will come under budget by approximately \$8000.00. This saving is due to the following accounts:
 - Insurance is going down
 - Coin Revenue: The additional \$1850.00 is from the coin operated laundry machines located on site. This income is not included in the budget.
 - Gas & Electric: There will be approximately \$4500.00 savings within the gas & electric expense account.

- Water: Approximately \$1700.00 was saved in water usage throughout the year.
 - The only account that will come in over budget is the Repair and Maintenance account due to necessary repairs to the boilers and domestic hot water tanks.
 - Key to the Rockies strongly recommends that any savings experienced in 2010 be transferred to the Reserve Budget as there is an anticipated \$120,000.00 worth of work that is needed in 2011 for repairs to the boilers and domestic hot water tanks.
 - No increase is recommended for the operating portion of the budget.
 - Approve the 2011 Operating Budget – motion to approve Annemarie, seconded by Valerie Sprenger. Approved, no dissenters.
- Reserve Budget: The projects expenses from the reserve budget in 2010 are as follows:
 - \$4,951.00 for asphalt sealing.
 - \$15,813.00 for landscaping upgrades to the front side berms.
 - \$55,000.00 for a down payment on boiler & water tank replacement.
 - Discussion on reserve budget – Question: are we budgeting enough to make sure we have the money to do these future projects? Answer: it's only a guideline, life spans are sometimes variable. Can hire engineering firms to evaluate the various projects but that will cost \$2000-\$5000 so it's a balance. But, we are doing our best to make sure we estimate effectively and limit needs for special assessments. KTTR states our budgeting is “light-years ahead” of other similar associations.
 - Last year we decreased \$50/unit/month. This year, a \$10/11%/unit/month increase to the Reserve Fund is recommended in light of the necessary repairs to the boiler and hot water tanks. This would bring the dues to an even \$300.00 per month.
 - Motion to approve by Jen Prim, seconded by Kristin. General approval – no dissent.
- Board status report
 - Projects completed in 2010
 - Parking lot sealing/repairs – inspection of sidewalks and parking lot deemed major work unnecessary, so only sealing was performed.
 - Frontside berm landscaping renovation – based on discussion at last year's meeting, aimed for a more natural plan. Pulled matting, regraded, seeded with natural materials. Berms do have sprinklers.
 - Roofing repairs – Some shingles were replaced, seals were replaced
 - Dryer vent cleaning – all vents were blown out. Will continue doing this on an annual basis.
 - Window cleaning – all exterior windows were cleaned.
 - Snow cornices were removed, but will need to do it again soon.
 - Domestic water tank replacements – project initiated; will begin as soon as weather permits.

- Projects approved but not completed in 2010
 - Patio/pad/sidewalk repair – inspection completed and deemed not necessary for another couple of years. We will continue to build reserves to allocate to project.
 - Patio/deck repairs: A few back side units were concerned that boards were splintering. An inspection completed by contractor, decks were deemed to be solid and safe.
- Projects on 2011 agenda
 - Hot water tanks and plumbing – Original plumbing attached to the new boiler systems are at end-of-life and need to be replaced. All parts are ordered and ready to install once the weather breaks. Expect to see it happen in the next weeks/months (depending on the weather). Expense for this is coming from reserve budget with only a very small reserve increase (\$10/month).
 - Space heating boiler system replacements – these are at end-of-life as well, need to replace them. Are planning to buy a slightly more expensive, but high energy efficiency system that will save us money in the long run in energy costs. This new system (Viesmann condensing boilers) qualifies for major Xcel rebate, which Association will receive after installation.
 - Homeowner questions: What is the expected lifespan for these? What is the warranty?
 - Storage tank warranty is 5 years, which is the industry average for commercial tanks. Lifespan is estimated at 10 to 15 years, also the industry average; These new tanks are glass lined to help resist corrosion, and will be maintained annually (drained and cleaned) by plumbing contractor.
 - Space heating boilers have limited lifetime warranty on the heat exchanger (the main component of the system). All other parts have 1 year warranty. Plumbing contractor has yet to work on or replace parts on any Viesmann system he has installed in the last ten years. The Viesmann systems have a life expectancy of approximately 20 years.
 - With the upgraded systems for both, along with proper annual maintenance, these systems should theoretically outlast our older systems and their expected lifespan.
 - Landscaping right in front of the buildings on the front side – homeowner question: what happened to the shrubs? Answer: there wasn't a plan for upkeep so they slowly died. Issues: lack of sun, animals. Suggestion: regrade, then add landscape cloth, rocks, and some drought tolerant shrubs. Doesn't need to be uniform building to building, handle it building by building depending on what the building needs. General agreement that we want to do this in 2011 – board will get quotes and make the most cost-effective decision, then use reserve money to implement in 2011.

- Homeowner question: Can we close in under our deck to get more storage?
Answer: Covenants disallow this and KTTR strongly recommends against this.
Question: Can we build a shed or storage area? KTTR recommends interested homeowners spec out what it would look like and where it would go, and if it turns out to be possible, do a homeowner survey to gauge interest and how much homeowners would be willing to pay.
- Discussion items
 - Snow shovels have been provided for each building and are located in the downstairs laundry room.
 - Your pet is your responsibility. It must be under your verbal command at all times. Please use a leash if your pet does not respond. Pick up after your pet immediately. Our complex is NOT your pet's dumping ground.
 - All window coverings as seen from the exterior must be neutral in color (whites, tans, grays)
 - Recycling & trash – do NOT leave items outside the bins. If it doesn't fit, you need to take responsibility for taking it to the appropriate disposal area.
 - Hoses for each building – There was a homeowner request to provide hoses for each building. There was general agreement that owners should provide a hose if they want one.
 - Owner gardens – Annemarie is selling her unit, if anyone wants to take over the garden boxes, let her know. If not, she will dismantle.
 - Snow Removal
 - Cars need to be moved regularly to assist the plowing crew when we receive 3" new snow.
 - Contract for 2010-11 was renewed with 1st Phase Construction/Plowing; will continue this contract unless other bids are requested.
 - Will coordinate for roof snow removal should build-up occur this year
 - Is everyone pleased with the snow removal? Not really – there are humps in the driveways. Board will coordinate pack removal with plowing company. Will need someone onsite that day to get all the cars moved. Advance notice to homeowners is critical. Notification will occur by discussion group and paper slips left on clips. (Wilbert Martinez volunteered to be on-site coordinator)
 - Patio/Deck Fencing
 - Board would like homeowners to do a visual inspection of their patio/deck fencing and report on the condition/integrity of the wood.
 - We can replace individual boards and re-stain per owner requests
 - Smoke Detector replacements
 - Typical lifespan on detectors average 10 years. Homeowners should consider replacing old detectors in each unit, and make sure to replace batteries every 6 months and test.
 - We are not required to have Carbon Dioxide monitors but homeowners may install them if they wish.

- Renters
 - Must be long-term (6 months or longer)
 - Renters may not have pets
 - Frontside units may not have renters (roommates ok, but unit must be owner occupied)
 - Discussion on this – Summit Housing Authority says you can have an SHA approved renter, but our covenants do not. Board will investigate what takes precedence – our covenants or the SHA, get options and report back.
 - CLARIFICATION on Article V. Section 5.3. Rental of Soda Creek “Affordable Housing Restrictive Covenants Agreement”

"Under no circumstances shall any portion of a Unit be leased or rented for any period of time without the prior written approval of the SHA or the County. Prior to occupancy, any tenant must be approved by the SHA as a Qualified Resident. The SHA shall not approve a lease with a rental term of less than six (6) months. A signed copy of the lease must be provided to the SHA by the Owner. In the event that any Unit, or any portion thereof, is leased or rented without compliance with this Agreement, such rental or lease shall be wholly null and void and shall confer no right or interest whatsoever to or upon the purported tenant or lessee. "

The Summit Combined Housing Authority confirmed that a unit could become a rental if an owner is no longer able to live in their unit given certain hardship circumstances (loss of job, relocation due to employment, illness, etc). It is the responsibility of the current owner to contact the housing authority and present their situation, which would then be reviewed/approved/denied on a case-by-case basis by the Housing Authority Board. Conditions of the rental may vary (again depending on situation), but certain conditions would always apply: the lease term would be no less than six (6) months, that the Renter would be reviewed by the Board to make sure they meet the qualifications of "Qualified Renter" (as defined in our Covenants), and that the unit would remain for sale.
- Laundry facilities
 - No rate increases are scheduled for upcoming year
 - Laundry vent maintenance will continue each year.
 - New contractor—information will be updated in each laundry room
- Unit locks/keys & master key
 - Board recommends that owners keep their locks on master key system
 - Board **STRONGLY** recommends that owners install a private “lockbox” outside each unit in case of lost keys or becoming locked out. Keeping track of your keys is your responsibility.
- Spring cleanup day
 - 2010’s cleanup day was better attended than previous years. Thanks to owners/residents who participated and worked diligently that morning to clean.

- Need a chairperson to coordinate spring cleanup for 2011 – Jen Prim/Shirley Beaty
- Board member election
 - Discussion of how to manage this association – outsource property management aspect of board membership?
 - Becky: Having been a board member and assisted throughout the entire life of the SC HOA, it's clear that all of the work falls to one or two people, but definitely not the recommended three. We seriously need to consider how we manage the HOA because we are burning out the board members. 2 options for the future: either get **three active** and **committed** board members or outsource property management to a third party firm. We can't continue with the current model; it's not sustainable. The HOA is a business, and you don't run a business with one or two volunteers doing all the work.
 - KTTR perspective: going with a property manager is better for long-term for the entire community, better for sales
 - Homeowner question: Can we keep Walter and our current loved contractors (MJ plumbing, etc) if we go with a property management firm? Yes, we could negotiate what we want with all of our current contractors
 - Group agreed we should have a subsequent meeting where we discuss the two options
 - 1) the option of outsourcing property management – Board will get minimum 3 competitive property management bids and present at the meeting
 - 2) proceeding with the current model but with three committed and active board members. If we continue with our current model and it doesn't work again, we will revert to the outsourcing idea for the future (at the board's discretion).
 - Group decided to delay board election until a decision is made on this larger issue. Annemarie will help Paula short term and Becky will work with Paula on the property management firm search.
- Point person for each building
 - Do we continue? Yes
 - If so, do current point people wish to remain? Jen P yes, Anne Marie 397 yes, Paula yes, nobody from 395, Shirley 435
- Discussion of allowing parking of trailers, boats, etc for a fee
 - Can't use Rice Barn spaces for long-term parking because they are not ours
 - There isn't enough space for everyone to take advantage of this if it were offered
 - County code is 1.5 spaces per unit, so can't resell those spaces
 - Covenants disallow this – would require covenant change
- Motion to adjourn Valerie, seconded Jen Prim – meeting adjourned at 10:59 am