



Board Minutes

January 14, 2020

5:00 p.m. to 6:45 p.m.

Cold Smoke Coffee House West Oak

Board Members Present:

Pat Weaver, President
Ed Fillbach, Vice President
Sue Beland, Secretary/Treasurer

1. Meeting with Lindsay Hauge, Saddle Peak Properties

- Census takers will be admitted to the buildings to speak to owners.
- Access to PM Cloud linked.
- The PM emergency phone number was shared 600-8215.
- Lindsay detailed the collection of fees and dues. Some have not been paid and efforts to collect them will be made.
- The rentals and wait list were discussed. One owner has rented without permission. The PM will work with him to remove him from the rental list before the Board takes any action.
- One more owner was added to the rental wait list. Lindsay is updating the list.
- There are no rental slots available.
- There are 2 carports available for rent. They will be advertised.
- The lights which were stored in a closet and were replacements for the carports but were mistakenly removed by Dynamic King Services will be found or Lindsay will reimburse the HOA for the cost.
- Middle Oak Insurance tour was conducted and questions were answered. A liability notice must be posted in the gym.
- Concern was expressed about the emergency fire pull in the new buildings being behind locked doors. Lindsay and Ed will speak with Van Bryan and the Fire Suppressant installers about this.
- Lindsay pays bills two times a week.
- The system board on the heater A/C in the gym needed replacement. Rocky Mountain Heating and Cooling did the work.
- Replacement of water heaters will begin with the plumber, Blue Line Plumbing, doing them as he has time. Owners will pay for the replacement price of \$825. More owners can participate.
- T J Electric has not fixed the sensors in 4615 as the lights remain on during the day.

2. Grounds Completion

- Pat will contact the attorney to get the final paper work done to accept ownership of BronzeLeaf improvements.

3. Vandalism

- At least 2 instances of vandalism occurred in 4635. The police were called. The cleaner cleaned up the damage.

4. Condos for sale

- All new and previously owned condos that were for sale have been sold.

5. Paint 4635

- The low bidder to paint the interior of one building for 2020 was Kevin Fillbach. The Board approved the bid for 4635. Owners wanting their doors painted will be charged \$65. The bids were Fillbach Painting, Inc. \$7,850 plus \$65 per door, Ross Remodeling \$8,500 plus \$60 per door, Imagine Paint Works \$8,462.98 plus \$50 per door.
- The Board plans to paint the interior of one building per year beginning with the ones most in need of paint and repair.

6. Smoking and illegal or prescription smoking

- Bylaws indicate that there is to be no smoking within 25 feet of the buildings. Notices will be posted and e mails sent to owners in buildings with offenders.
- Complaints from owners about negative health effects from second hand smoke seeping into condos were received.

7. Punch list for new buildings

- The Board has a letter from Wallis Bryan covering the items on the punch list which were discussed in a meeting with the Board.
- The dumpster enclosure by the gym blocks the electrical panel. The panel requires 3 feet clearance. Pat will contact Van about this additional issue.

- The dumpster door openings are not wide enough according the requirements for the trucks to enter to access the dumpster. Pat will contact Van about the proposed solution.
- The dumpster doors were broken in the wind and needed to be repaired and stabilized.

Board meetings The next Board meeting is temporarily scheduled for the second Tuesday at 5 p.m. in the study room at the library. Owners wishing to attend the meeting are asked to notify the Board well ahead of the meeting date so a larger room can be found.

The BronzeLeaf Condo Association Board

Patrick Weaver, President

Ed Fillbach, Vice President

Sue Beland, Secretary/Treasurer

Assignments

Property Manager

- Complete requests from Board
 - Provide board with an updated list of owners and their contact information
 - Provide board with identification of deposits to bank account
- Work with Ed on bids
- Keep Board apprised of owners seeking to remove carpeting in their condo
- Notify owners that deck floors cannot be painted or stained
- Regularly check on property
- Maintain list of owners
- Maintain HOA records
- Handle HOA finances and report to the Board
- Post newsletters on the bulletin boards in each building

Pat

- Call attorney regarding completion of building project and legal options concerning accountability
- Contact Bryans about issues with dumpster enclosures—too close to electric panel on gym, openings too small, gates broken
- Monitor sprinkler disconnects and trees during construction on Cottonwood
- Work on financial spending plan
- Maintain cloud files and Supervise e mail

Ed

- List of illegal 40-pound tank grills, charcoal grills, or hibachis
- Seek bids to add anti-slick coating to concrete floors in the west side carports
- Seek bids for striping the lot
- Parking lot seal bid sought from Apex (Mark Clark) and High Country and Another Peters Painting
- Monitor over parked vehicles
- Arrange to have the following repairs done
 - Replace cedar boards on decks
 - Replace chimney siding
- Study replacement of boards on picnic tables

Sue

- Up-date PM on Board actions
- Contact Broadleaf Tree and Landscape for a bark replacement bid
- Prepare minutes and upload to web page
- Prepare and have newsletter posted on bulletin boards by PM and upload to web page
- Consult with PM on finances (collections, bill payments, bank statements, rentals, owner lists)



- Check on timely payment of all dues and fees with recommendations for procedure to follow for unpaid dues
- Assist PM in completing questionnaires