

RED CANYON TOWNHOME ASSOCIATION  
ANNUAL MEETING MINUTES  
Thursday, January 27, 2022, 6:00PM  
Eagle Public Library and Via Zoom.us

MEMBERS PRESENT IN PERSON: Cholmondeley (76 Christian), Flock—Gaberiel (16 Christian), Giarratano (27 Christian), Hannon (35 Christian), Milchev (15 Christian Court) and Sheptak (37 Christian)

MEMBERS PRESENT VIA VIDEO CONFERENCE CALL: Austin (83 Chelsea), Barnwell (49 Chelsea), Bowman (60 Chelsea), Froehling (53 Chelsea), Hertzfeld (43 Christian), Hodapp (45 Christian), Lavery (29 Chelsea, 81 Chelsea, 57 Christian, 17 Christian, 19 Christian and 31 Christian), Moneypenny—Roberts (61 Chelsea), Powell (55 Christian), Penney (70 Christian), Pratt—Klaus (31 Chelsea), Pope (41 Christian), Powell (55 Christian), Salinas—Moses (22 Chelsea) and Soos (51 Chelsea)

MEMBERS REPERESNTED BY PROXY: Allen (49 Christian), Brady (29 Christian), Bricker (55 Chelsea), Ewings (51 Chelsea), Gibson (69 Chelsea), Gilbert (32 Chelsea), Gilman (59 Chelsea), Hertzfeld (43 Christian), Hodapp (45 Christian), Keller (18 Christian), Le—Chellman (67 Chelsea), Skellion (57 Chelsea) and Zenor (65 Chelsea)

ALSO PRESENT VIA VIDEO CONFERENCE CALL: Dan McNeill, Managing Agent and Sara Thurston McNeill, Secretary to the Meeting

- I. Roll Call. With 39 of 76 units represented either in person, by Zoom or by proxy, a quorum was established. According to the Bylaws, 40% of the membership (or 31 units) must be present or represented by proxy in order to achieve a quorum. Dan called the meeting to order just after 6:00PM, certified the proxies, and the attendees took turns introducing themselves to the membership.
  
- II. In Memoriam of John Hannon. Michael Lavery addressed the membership and lamented the recent passing of long-time Red Canyon resident, John Hannon. John Hannon passed away in December after almost reaching his 95<sup>th</sup> birthday. Michael expressed his appreciation for John as a former member of the Board of Directors. He noted that John grew up in Long Island, New York and joined the marines to serve his country during World War II. He was also an avid surfer and alpine skier. His loving wife Deborah still lives at Red Canyon and serves on the Board and in the position of Treasurer.

III. Review and Approval of the Minutes from the 2021 Annual Meeting. These minutes were drafted by management and distributed to the membership prior to the meeting. They are also posted to the website: [hoa.mcneillproperties.com](http://hoa.mcneillproperties.com). There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE 2021 ANNUAL MEETING OF THE RED CANYON TOWNHOMES ASSOCIATION AS PRESENTED. The motion was seconded and carried unanimously.

IV. Financial Review. Brandi Resa, the association's bookkeeper, prepared the draft of the November 2021 financial reports and Dan McNeill presented them to the membership. According to the Balance Sheet, the association has \$775,759.76 in total assets, liabilities and equity including \$323,261.80 cash in the bank, \$374,595.83 in CDs, \$55,329.57 in an annuity fund, \$22,458.62 in prepaid insurance premiums and \$662,101.85 allocated to Reserves. Accounts receivable was \$113.94.

The Profit and Loss Statement reveals that 11 months through the year, the association has a net deficit of \$4264.18 in the Operating Account. This compares to a budgeted deficit of \$1641.43 at this point in the year; therefore, the association is \$2622.75 over budget. Savings have been achieved in the line items of Pet Clean Up, Pest Control and Project Management Fees. Overruns have been experienced in the line items of Spring / Fall Cleanup, Trash Removal and Trash Controllable.

The association incurred \$32,033.84 in capital expenses in 2021, including \$5280 for tree pruning, \$16,325.09 for asphalt crack filling, seal coating and striping, \$5263.75 in roof repairs, \$4637 for new sod and flower beds and \$528 for tree planting / removal.

Dan then presented the 2022 Budget. No dues increase is planned for the coming year. 2022 dues will remain at \$825 / quarter / unit (without a garage) and \$882 / quarter / unit (with a garage). Total operating income will be \$156,731 and an additional \$99,230 will be the reserve contribution (including the contribution to garage reserves).

Management distributed a Budget Explanation Sheet that details the components of each line item. In addition, the 2021 Projects List can be tied directly to the expenses in the Building Maintenance and landscaping line items. Management

also provided attendees with a Dues Comparison that compares the regular assessments at Red Canyon with other, similar homeowner associations in Eagle.

- V. Manager's Report. Dan distributed the updated Reserve Spending Plan to all present. The Plan identifies each common element at Red Canyon and a date and estimated cost for its replacement. The Board and management use the Reserve Spending Plan as a tool to budget for capital projects.

Capital projects under consideration for 2022 include deck staining and replacement of the fence on the north side of Nogal Road.

Roof replacement (with gutter and downspouts additions) is slated to begin in 2024-25. The next comprehensive exterior painting project is currently planned to occur after roof replacement and asphalt mill and overlay and related drainage work is targeted to occur in 2026, along with the replacement of concrete sidewalks and curbs.

Dan asked all owners to review and follow the recommendations in the recently updated Risk Management Checklist in order to avoid damages and costly insurance claims. There are many helpful tips on energy and water conservation in the checklist, along with state regulations for carbon monoxide detectors. Owners with exterior hose bibs on their units need to make sure they are properly shut off every fall; contact management if you need assistance with this task. Management schedules dryer vent cleaning every three years.

The Insurance Information Sheet was also distributed to all owners. Homeowners are required to carry an HO-6 Policy that provides "walls in" coverage and includes coverage for any UPGRADES TO ORIGINAL DEVELOPER CONVEYED finishes. Your homeowner policy should insure the replacement value of all furnishings and inclusions, including artwork, electronics and recreational equipment. Your HO-6 policy should also include a LOSS ASSESSMENT rider to cover the cost of any deductible to the HOA's insurance policy that you may be required to pay (\$5000 per insurable event) and loss of use in the event your home is not occupiable due to damage. All homeowners should make sure that there are NO GAPS IN THEIR COVERAGE by having your interior carrier contact the association carrier. The Board of Directors and management take no responsibility for any areas of coverage that may have been left out by an owner's policy.

The Association's master insurance policy is currently with RE Harris Agency. Their phone number is 714-619-4480. The Certificate of Insurance is on the website: [hoa.mcneillproperties.com](http://hoa.mcneillproperties.com).

All owners who rent their units on a long-term basis should require their tenants to carry renters insurance; this requirement should be written into every lease.

Management referred to the Insurance and Maintenance Checklist, compiled by legal counsel for use by the association members several years ago. The list includes each element that the association is responsible to insure and maintain, and each element that individual owners are required to insure and maintain. Owners are asked to give this Checklist to the insurance agent. It is posted on the website: [hoa.mcneillproperties.com](http://hoa.mcneillproperties.com).

For rules and regulations issues, owners should contact Jennie Lewis, Code Enforcement Officer for McNeill Property Management by emailing her at [jennie@mcneillinc.com](mailto:jennie@mcneillinc.com) or calling or texting her at 970-904-0519. Photos are very useful when reporting code violations and all reports are kept anonymous.

Dan reminded all present that tenants are NOT permitted to have pets at Red Canyon, per the Declaration. Every owner with a dog must pay a \$100 annual pet fee to cover the cost of pet clean up (stocking bags at the dog stations, emptying trash and replacing dead sod).

**RESIDENTS ARE NOT PERMITTED TO USE GUEST SPOTS; THESE ARE DESIGNATED FOR BONA-FIDE GUESTS AT ALL TIMES.** Overflow parking is available along Nogal Road during the evening hours. The Eagle Police Department patrols along Nogal Road and will occasionally ticket cars that are parked there during the day, especially when snow removal equipment is on site. Vehicles parked on common area at Red Canyon must move regularly during the winter months to aid in snow removal efforts.

No lock-offs are permitted at Red Canyon. The Town of Eagle does not permit Accessory Dwelling Units at multi-family projects. Residents are reminded that quiet hours at Red Canyon are 10PM to 8AM every day.

All residents are reminded to park in a manner that does not block sidewalks (therefore, oversized trucks should be parked away from walkways). No electrical cords are permitted to cross walkways for safety reasons.

Residents are not permitted to smoke on any common or limited common elements, including decks, patios, walkways, and turf areas.

Management distributed a Contact List for all owners. Management, maintenance, snow removal, accounting and code enforcement contacts (emails and phone numbers) are on the List.

- VI. Board Member Elections. The current Board members are Mario Giarratano, Audrey Powell, Deborah Hannon, Michael Lavery, Susan Flock, Chad Roberts and Patty Hodapp. Audrey, Susan and Patty have terms that expire at the 2022 Annual Meeting. Terms are two-years each. Audrey and Patty are not seeking re-election. Susan has indicated her desire to serve another term.

Management solicited volunteers to serve on the Board prior to the Annual Meeting and nomination forms were returned by Skylar Hertzfeld and Daniel Milchev.

There was a MOTION: TO RE-ELECT SUSAN FLOCK AND TO ELECT SKYLAR HERTZFELD AND DANIEL MILCHEV TO THE BOARD OF DIRECTORS. The motion was seconded, and it passed unanimously.

The membership and management expressed their sincere thanks to Patty and Audrey for their time, dedication and oversight on the Board of Directors.

- VII. Other Business. Dan reminded all that there is a process in place for deck enlargement and the forms can be found on the website. In addition, any owners wishing to replace windows and exterior doors can now access the specifications and requirements on the website.

One owner commented that the Comcast infrastructure project is underway and wondered if the Cat-3 wiring inside of his unit would be adequate to carry the signal. It was duly noted that once the “home run” wiring project is in place to each building, individual owners may have to upgrade their interior wiring to benefit from the service.

- VIII. Adjournment. There being no further business to come before the membership, the meeting adjourned at approximately 6:55PM.

Respectfully submitted,

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Secretary to the Meeting