

Red Canyon Townhomes Association
Board Meeting Minutes
Thursday, July 27, 2023, 5:30PM
Via Zoom

MEMBERS PRESENT VIA VIDEO CONFERENCE CALL: Mario Giarratano, Susan Flock, Deborah Hannon and Michael Lavery

BOARD MEMBERS NOT PRESENT: Chad Roberts, Skylar Hertzfeld and Daniel Milchev

ALSO PRESENT VIA VIDEO CONFERENCE CALL: Dan McNeill, Managing Agent; Will Hymes of McNeill Property Management; and Sara Thurston McNeill, Secretary to the Meeting

- I. Roll Call. With four of seven Board members present via Zoom, a quorum was established. Dan McNeill called the meeting to order shortly after 5:30PM.

- II. Review and Approval of the Minutes of the April 13, 2023, Board Meeting. These minutes were drafted by management and distributed to the Board within a week of the meeting. They were redistributed last week. There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE APRIL 13, 2023, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was duly seconded and carried unanimously.

- III. Financial Review. Brandi Resa, Bookkeeper, prepared the current (as of May 31, 2023) financial reports and Dan McNeill presented them to the Board. According to the Balance Sheet, the association currently has total assets, liabilities and equity of \$844,406.68, including \$248,877.23 in checking at FirstBank, \$147,432.11 in savings at FirstBank, \$376,467.27 in certificates of deposit at Community Banks of Colorado and TIAA, \$59,094.22 in an annuity and there is \$11,610.64 in prepaid insurance premiums. Accounts receivable total \$979.21.

The Profit and Loss Statement reveals that five months through the year, the association has total income of \$81,501.19 (compared to budgeted income of \$80,139.56). Operating expenses total \$80,051.54, based on budgeted expenses

of \$84,976.31. Overages have been experienced in the line items of Weeding, Maintenance—General, Snow Removal and Snow Shoveling. Savings have been achieved in Insurance, Tree Spraying, Snow Loader, Snow Roof and Trash Removal.

The 2023 beginning balance in Reserves was \$731,978 (including garage reserves). Year-to-date funding totals \$36,964.44. 2023 capital expenses total \$6061.56 so far, including \$2561.57 for legal fees related to the Declaration Amendment Regarding Insurance Coverage, \$1649.99 for the rebuilding of a window well (and replacement of the window) and \$1850 for pruning and grounds work. The ending balance in Reserves is \$762,877.88. There is an additional \$22,800 in working capital reserves.

- IV. Manager's Report. Dan introduced Will Hymes to the Board. Will will be taking over some of the management duties at Red Canyon, moving forward. He has worked for McNeill Property Management and Avalanche Property Maintenance for the past nine years, has a degree in finance from the University of Colorado and is a certified Community Association Manager. The Board welcomed Will and is looking forward to working with him.

Mike Skellion, Maintenance Manager, submitted the following report via email prior to the meeting:

- Excel Capital Projects recently finished up painting entry hand railings and pillars. The touchup really made a difference on the front of the buildings.
- As you know, the irrigation system has been struggling at Red Canyon this year. It is currently running three days a week. DK and town of Eagle worked last week to clean out the vault and get it operational again.
- I think it's time to get a crew through Red Canyon for another extensive pruning project. Many trees and shrubs have matured and are currently rubbing or up against the front or sides of buildings. I would think a small crew for a couple of days would do it. There is also an extra-large cottonwood tree that is leaning precariously on Chelsea Court. It needs to be removed.
- Building maintenance has been going really well. We have replaced many areas of siding with a few areas left to do. I hope to have that completed in the next couple of weeks.

- The trash enclosures and dog stations continue to be cleaned two times weekly.

Dan reviewed the Reserve Study with the Board. 2023 capital projects under consideration include crack filling and line painting of the asphalt along with repainting of the unit numbers on the curbs of the assigned parking spots, and the engagement of a roofing consultant to design the specifications of the Roof Replacement Project. This large-scale capital project is currently slated to occur in 2025 and 2026.

Will Hymes forwarded three roof consultant proposals to the Board for consideration prior to the meeting. Dan explained that the proposal from Roof Systems Consulting is no longer valid because the owner has retired. Therefore, the Board reviewed the proposals from Criterium Cona Engineers and CMW Roof Consulting. After discussion, there was a MOTION: TO ENGAGE CRITERIUM CONA TO DO A FORENSIC INSPECTION OF THE ROOFS ON FOUR BUILDINGS (TWO ON CHRISTIAN COURT AND TWO ON CHELSEA COURT) TO DETERMINE THEIR USEFUL REMAINING LIFE AT A COST NOT TO EXCEED \$1200. The motion was duly seconded and carried unanimously.

- V. Other Business. Dan opened discussion regarding two homeowners who have recently undertaken exterior modifications to their homes without submitting a design review application. Both of these modifications are at least partially on common elements. He asked the Board to consider how to address these violations, including requiring the owners to remove their staircases, steps, and patios, fining them for not following the guidelines, or requiring them to execute legal paperwork permitting them to encroach on the common elements.

The Board discussed the best approach to these violations. There was consensus to reach out to legal counsel for the best course of action. A final decision on the next steps was tabled until an opinion can be garnered and then management will schedule the next Board Meeting.

Management will schedule the next budget planning meeting for a date in October via email.

Michael Lavery reminded Dan to contact the Town of Eagle to find out when they plan to inspect and clean out the main sewer lines that serve the Red Canyon community.

VI. Adjournment. There being no further business to come before the Board, the meeting was adjourned at approximately 6:10PM.

Respectfully submitted,

Secretary to the Meeting