

## **Springmeadows Condominium Association**

### **2017 Annual Meeting Minutes**

**December 5<sup>th</sup> 2017; 6:00 PM**

**Our Saviour's Lutheran Church**

**2000 S. Lemay Ave. Fort Collins, CO**

A meeting of the members of the Springmeadows Condominium Association was held on December 5<sup>th</sup> 2017 beginning at 6:00 pm. Board Members Joel Hurmence, Rhonda Nolan, Emilie Ryan and Christina Hartzell were present along with Tom Hannon with Brass Key Property Management and a total of 17 members, present in person or by proxy.

The meeting was called to order and introductions were made by all members present. Kris with Pyramid Landscaping presented an overview of improvements made to the irrigation system in 2017. Based on his calculations, he estimated a 59% decrease in irrigation water usage, corresponding to a savings of \$4,000 between May and October 2017 over the prior year. Shrub trimming was discussed and Kris noted that they expected to be doing some structural pruning over the winter. Snow removal was also discussed. Kris noted that the Association has a 4" threshold for snow removal and explained that while City sidewalks would be cleared per city ordinance, other walkways in the Association would not be cleared per the Association contract.

Tom noted that the 2016 Meeting Minutes were sent out in the meeting notice packet and asked if the membership had any recommended changes. Barbara Mc Cornack made a motion to approve the minutes as presented, which was seconded by Rhonda Nolan and passed unanimously.

The Association Board President, Joel Hurmence reported that the Association Insurance claim had been wrapped up in 2017, noting that the former manager, Associa, believed they were entitled to as much as \$60,000 from the insurance claim, which was later settled at \$15,000. An additional claim from the Merlin Law Group ("MLG") against the Association for \$200,000 was also made. The Association hired Burg, Hill Greenleaf and Ruscitti to defend against this claim. Upon further discussion with the Merlin Law Group, it was determined that their attorney seeking the claim was no longer with MLG and the remaining attorneys were not interested in pursuing the claim. The Association offered informational support should MLG wish to pursue a bad faith claim against the Association's Insurer, but MLG was not interested in pursuing a bad faith claim as of July 2017. Joel also noted that the Association had hired Brass Key Property Management following a search for a new property management firm beginning in July 2017. The Board has been very happy with Brass Key's service in 2017.

Tom Hannon reported that a significant amount of work had been completed in the second half of 2017, including stump grinding, gutter cleaning, multiple drain line repairs and concrete repairs. **He recommended that owners wrap heat tape around the water line in the exterior utility closet to prevent freezing in the winter.** Tom also reported on collection activity, noting that while significant progress had been made in collections, two units each owed a balance of over \$1700, in addition to some smaller balances. He provided an overview of the collection protocol, noting that per the proposed, state mandated policy, the Association was required to allow owners an opportunity to bring the past due balance current over six-months, provided that recurring payments are made on time and equal payments towards the balance due were made each month.

Tom reported that notice had been received from the Association's Insurer that they would not be renewing the policy in April 2018 due to the number of claims filed by the Association. Though underwriters would not typically bid a property until 60 days prior to a renewal, the Association's Agent, Ella Washington, would be working with the Association to solicit bids for Board review as soon as possible. Given recent wind/hail losses in Colorado, many insurance underwriters were not interested in bidding multi-family properties in Northern Colorado. Those carriers that remained were increasing the wind/hail deductible to mitigate losses.

**Tom noted that a 2-5% Building Value deductible was common and anticipated at least a 3% wind/hail deductible in 2018. A 5% Deductible on all roofs would result in a special assessment of around \$5500/unit. Owners were strongly encouraged to speak with their agent for their Condominium Owners Insurance Policy to make certain that they had "Loss Assessment Coverage" and an association wind/hail deductible was not an excluded loss under their policy.**

Tom noted that Joel Hurmence and Rhonda Nolan's terms were expiring and they would not be pursuing another term on the Board. Emilie Ryan had filled a board position vacated by Tiffany Peeken and was willing to continue to serve on the Board if elected. Danaly Howe and Travis Kimball also expressed interest in joining the Board. Candy Bridgwater made a motion to elect Emilie Ryan, Danaly Howe and Travis Kimball to a three-year term on the Board. Jesse Kieft seconded the motion, which passed unanimously.

**Board Members for 2018:**

Christina Hartzell: 2018; Andrew Allsup: 2018; Emilie Ryan: 2020

Danaly Howe: 2020; Travis Kimball: 2020

Tom provided an overview of the Proposed 2018 Budget by line item. He noted that while an increase in insurance expenses was expected, he believed that other line items were sufficiently conservative to absorb such an increase without raising dues. Emilie noted that a reserve study had been done in 2012 and the Association was nearing the date where a new full study would need to be performed at additional expense, rather than a "Reserve Update" which could be conducted within 5 years of the initial study. Tom suggested that should the board pursue the reserve study, funds could be pulled from reserves as necessary with Board approval. Rhonda Nolan made a motion to approve the budget as drafted, which was seconded by Christina Hartzell and passed unanimously.

The proposed policy changes regarding Collections and Inspections of Records were reviewed. Tom noted that these policy updates were required under state law and clarified and standardized the process for owners to request certain Association documents. The document also noted that the Association Manager was entitled to receive payment for the production of these documents. Tom noted that standard reimbursement rates have been provided to the Association. The Collection policy further clarified the collection steps the Association must take prior to involving legal counsel in a collection effort. Emilie made a motion to approve the policies. Rhonda seconded the motion and was passed by the Board unanimously.

Melissa Kimball noted that the neighborhood picnic, which included music, drinks, food, a raffle and a turn-out of over 50 residents had been very successful again. She encouraged any interested members to consider applying for the grant with the City of Fort Collins again in 2018. She also noted that she had received a request from Andrew Allsup for the Association to consider a speed limit sign on the North end of the property. A member noted that a speed limit sign of 15 mph was posted further South. A member noted that a branch was hanging over her roof, another reported a light out near the path entrance on the NW corner of the property. Danaly Howe requested that her porch be looked at for mudjacking. Tom noted that Concrete Lift had been asked to provide a proposal for mudjacking and trip hazard repairs and agreed to have maintenance take a look at the other concerns. He encouraged members to send an email request to [brasskey@brasskey.biz](mailto:brasskey@brasskey.biz) for any other maintenance concerns. Tom noted that Board meetings had been held quarterly in the past, and requested that any members wishing to attend a meeting, please be in touch with his office. Danaly noted that the Board would establish a Board meeting schedule to share with the owners.

There being no further business, Mallory Harrison made a motion to adjourn the meeting, which was seconded by Jess Kieft and passed unanimously.