

Grandview Villas - Annual Meeting Agenda
8/23/2017 - 6:00 pm MST
Grand Lake Center, Grand Lake Colorado
Dial-up Access#: (515) 604-9862 Access Code: 443208

Call to order: Tom called to order at 6:10 (MST)

Attendees:

- **Board Members: Dawn Dobson, Tom Bruton, Sharon Kissell, Kevin Muegge, Mariann Babuska,**
- **Owners: Joe Kissell, Will O'Donnell**

Proxy Participants: None

Reading of Minutes from: None, will read minutes from annual meeting at the next annual meeting

President's Report:

- **Project/Contract Updates:**
 - **Gutters: Signed contract with Canyon Glass and they are looking at coming in the end of September, Jan will follow up with them. Bid was 1497.40**
 - **Asphalt Repairs: Need to continue to remove the vegetation in cracks, Contractor said he would give us the same bid with no more than 10% increase in the Spring if his vendors increased his costs. This item was tabled. Bid was for \$1977.00**
 - **Insulation/Heat Cable: Heat Cable will also be done by the Roofing Company**
 - **Roof Inspections/Repairs: Tom signed contract and is waiting for The Roofing Company to call and schedule for September; Bid for repairs came in at 3,103.00; Heat Cable 2099.00 plus electrician costs for wiring.**

Treasurer Report:

- **Operating Budget Balance: Checking Acct. 29,735.86**
- **Reserves Budget Balance: Money Mkt. 12,034.78**
- **Still have 11 Units with outstanding balances for third quarter dues; Outstanding dues are: 4,669.07; Board Reviewed the list of units and**

amounts. Sharon has sent letters to all except Kundert whom we don't have an address on. Sharon will send second letter and calls to outstanding units.

- **Bookkeeping:** Mariann got a draft proposal from Condominium Management Company for bookkeeping services, Robert was the contact. The bid would go to \$500.00 a month which will cover all that BLB is doing, they will send out delinquent letters, and develop an Operating budget proposal for us and use the Reserve Analysis to project our expenses/expenditures for our Capital Reserves for 10 years. They will be able to prepare our cost analysis/cash flow summary for our meetings. Need to clarify if this is for any meeting or just Annual Meeting. Increase of 1800.00 per year, roughly 37.50 increase per unit/year. They are not doing property management. Discussion occurred about what services would be provided and what services we might need.
- Sharon made a motion to have Mariann get back to Robert and get an official bid from them. Mariann made a friendly amendment that all Board Members give input on the draft document before she goes back to Robert within a deadline of 8/30/17. Dawn seconded motion. Motion carried unanimously. No abstentions
- **Services we would like:** Accts. Receivable, Billing Invoices (email and USPS), Delinquencies, Monthly Financial Reports (Balance Sheets, Delinquencies, Operating Revenues/Expenses, Revenue Expenses and Changes in Funds - separated by Operating and Reserves, Actual to Budget expenditures.) Prepare Budget Proposals, Reserves Projection, Transaction Detail by Account report.

New Business:

- **Parking Tags** - Joe worked with an on-line company to make tags; he worked up a draft based on discussion information from annual meeting. He sent draft to board members [Parking Tags Draft](#);
 - If we order 100, it costs \$374.20; 50 are \$245.30. Joe recommended we order two per unit and hold the second one for replacement. Will cost \$245.30 for another 50.
 - Discussion occurred about what we can do to enforce, talked about stickies for reminders, towing, revocation of short-term rental license with city, need to have direct conversations with habitual offenders. Joe will add an enforcement message

- Dawn Motioned that we purchase 100 passes and begin communication with owners. Mariann seconded. 5 votes for; Kevin Muegge Opposed; motion carried
- HOA Insurance Policy - Sharon asked if this was a yearly renewal and wanted to know if it was renewed. Mariann will call American Family on the renewal tomorrow, all the policies are being listed on ledger under building
- Fire Suppression Inspection - Will reported that the Inspection with Cintas will be next Monday or Tuesday; approximately \$700.00 per building. They didn't feel they needed to get into the units, just the control closets. Discussion occurred about whether we should recharge anti-freeze or insulate. Will recommended we insulate as it would be more beneficial with both fire suppression system and ice dam issues.
- Sand for Ice - Concerns about re-securing barrels that were moved during construction, and also inform folks that they should not use salt/ice-melt. Need to have the barrels re-labeled with black marker and secured in accessible locations.
- Comcast Cable Issues - 102 has issues with cable signal being weakened, Will thinks the wires are limited common elements, but not sure. We need to determine if HOA is responsible for this. Dawn made a motion that Tom and Will get a quote from Georgia to define our limited common elements responsibility with Comcast Cable wiring for unit 102. Sharon Second. Motion carried with one abstention.

Meeting adjourned at: Sharon Moved meeting be adjourned at 9:30 pm; Dawn second.

Next Board Meeting: TBD

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