

***Denver Club
Annual Meeting
April 10, 2002***

Roll Call:

HOA: Angela, Debi, Lynn, Charles
CMR: Steve, Carol

Reading of Last Year's Minutes

Angela notes with the need to add the taxes need to be done and remove the second heading Yard Work for spring and summer. Angela notes two changes she makes a motion to accept the minutes, Lynn seconds, all in favor.

Financials:

Charles requests clarification on the amount of dues being paid. Angela explained to him that three units pay additional dues to cover the cost of the radiant heat only used by these three units. Angela and Charles do not pay the additional dues.

Charles would like to see the heating formula redone. Steve can look at the last 12 months, and Charles can look at the formula and Steve will report to the Board.

Charles will contact Steve and come up with a recommendation a present to the Board. Summer verse winter bill and we can come up with a base amount.

Lynn asked if we want to put this as a standing agenda item.

Steve notes the unit in Steamboat has received a Demand letter for outstanding dues.

We need to eliminate the \$40 on Debi account.

We have 2001 taxes done – Angela signed tax document presented by Steve. CMR is still working on 2000 tax they are at the accountants office and they will be done ASAP. We should have the taxes done in the next 60 days. If the Association did not make any money we should not have to pay any penalties. Interest from a savings account and laundry money is the most common ways for Associations to make money.

Budget:

Steve is projecting that the Association will come out \$900.00 ahead for the year.

Yard care and snow removal will stay in the budget even though yard care is currently done by the owners..

We need to control maintenance cost. Angela suggests exploring ways to reduce maintenance costs. Schedule a time with Brian with the Board and go through the property and maintenance plans in the near future.

Charles would like to see the owners come out to do the light bulbs. Lynn will buy a light bulb changer and bulbs and the Association will reimburse Lynn for the pole and bulbs.

Lynn asked if the HOA members would like to be on e-mail. CMR will assemble a list of email addresses for all owners.

Angela motions to approve the budget, Debi seconds, Charles opposes the budget 3 to one the motion passes.

Charles has an issue paying the natural gas for units. Angela reiterates that the three units that use the gas pay additional dues to cover the costs. Steve will get the history on all of the meters within the next 30 days. Charles will come into CMR office and work out a solution for gas payment.

Special Assessment:

Lynn notes the roof and tuck pointing needs to get repaired and this has been a discussion for years and it is time we acted.

Lynn makes a motion that the leaking roof over the porch, electrical and tucking pointing be completed with a special Assessment in the amount of \$10,000 and any addition money will go to the back porch and back steps, Debi seconds, Charles is opposed the motions passes 3 to 1.

The Board needs to decide how to collect the assessment.

Debi makes a motion to do 3 payments starting May 15, 2002 second payment June 15, 2002 and final payment on July 15, 2002. CMR will post the Assessment on the May 1st billing due May 15th; Lynn seconds, all in favor. Charles is opposed.

Charles stated he was going to get on the roof do all of the repairs and collect the \$10,000.

The Board told Charles he is welcome to submit a bid. All work needs to be done by a licensed contractor and all permits need to be pulled. If Charles does any repairs, the Association will not pay him for it unless it is approved by the Board prior to the start of any work.

Next meeting is June 5th at 7pm at the Colorado Mgt Realty office. This meeting is to review all bids and special assessment payments received. These minutes will act as notice to all owners of the meeting.

Election of One Board Member:

There is currently a 3 year term Board position open

Debi nominates Angela, Lynn seconds, and Charles self nominates and would like to be on the Board, three votes for Angela one vote for Charles, Angela is re-elected to the Board of Directors for a 3-year term.

Owner Questions and/or Concerns:

Monthly \$24.50 it needs to be coded to the correct account and CMR needs to find out what this charge is for and credit it correctly.

Lynn requested to have notes for each maintenance request to show on monthly reports so HOA.

Lynn would like to have some sort of spread sheet for tasks and request throughout the year in order to track.

Charles left before the meeting was adjourned.

Adjournment: Angela motions to adjournment, Debi seconds, all in favor.

*Denver Club
April 10, 2002
Board Member*

Roll Call:

HOA: Debi, Lynn, Angela,
CMR: Steve and Carol

Election of Officers:

Debi motions for Lynn to be President, Angela seconds, all in favor.
Angela motions for Debi to be Vice President, Lynn seconds, all in favor.
Lynn motions for Angela to be the Sectary/Treasurer, Debi seconds, all in favor.

Adjournment: Debi motions to adjourn, Lynn seconds, all in favor.

**Denver Club
Board Meeting
June 5, 2002**

Roll Call: Lynn, Angela

Guests Present: Charles

Management: Carol with Colorado Management

Lynn called the meeting to order at 7:05 p.m.

Minutes: Lynn motions to approve the minutes with the changes discussed Angela seconds, all in favor
Carol will e-mail the corrected version by Monday 10th.

Financials: Carol reports the Association currently has \$9788.24. All units with the exception of two have paid the special assessment.

Lynn has gone over the receivable report and Carol needs to check and find out why the receivable report is stating in the payment column special assessment vs. monthly dues charge.

CMR has corrected Debi's ledger and has credited the \$40.00. Lynn will give the corrected ledger to Debi.

Angela requested the formula for the special assessment break down. Carol notes that the assessment was charged based on the Exhibit B in the declaration.

Tuck Pointing: Charles presented a letter of payment indicating that he has done brick work and asking for relief of the \$2300 special assesment. Charles notes he cannot come up with the money and is hoping we can alleviate the financial burden. Charles notes the Association has a range of bids and he could correct the problems for less money. Charles would like the assessment waived.

The Board asked if Charles still has his receipts for his materials. Charles material cost was approximately \$80.00 plus 2 days of labor help for \$100.00. The grand total of Approximately \$180.00.

Lynn notes Association needs to be sure it is making the best efforts to insure quality workmanship.

The Board would like to take the above under consideration. Charles will not do any more projects until he hears from the Board.

Angela asks Charles if the Board goes through the discussion of the tuck-pointing, and we still feel the assessment is necessary, how will he pay his assessment portion. Charles notes that there are other avenues he can pursue. Angela notes that the Board is willing to make payment arrangements to accommodate his finances. Angela asked if Charles has any type of payment arrange in mind. Charles notes the excel energy is still an issue that needs to be solved prior to making any arrangements. However, Charles did indicate he could potentially add to additional payment with his monthly dues to some degree.

The Board will make a decision on the tuck-pointing/masonry work within 3 weeks.

Heating Bills: Charles will call Excel Energy for a history for the property. Angela asked Charles what he is looking for. He is looking for what each unit is paying for heating and electrical. Charles wants to know how much money is the association spending and he would like to put all Excel Energy collectedly and if the heating formula for monthly billings accurate. Charles is potentially interested other solutions to this formula. Lynn notes we will look it to this once the data is gathered and Angela agrees.

Gutters: CMR maintenance can clean the gutters at the property for approximately \$250.00 no higher. Carol does not recommend this due to past experience.

Carol will receive a bid from Budget Building Services for gutter cleaning. The bid is supposed to be in prior to Friday June 7, 2002.

When discussing projects to be done on the property, we asked Charles if he had worker comp insurance. He stated he has personal property insurance of \$1,000,000.00. Lynn asked if he would be willing to provide proof of insurance. Charles is willing to bring his personal liability policy. Charles asked if Carol would look into of workers comp insurance and if the HOA would be willing to pay for it.

Collections: CMR is to do a certified letter to Unit 1A for the balance of their account. The letter needs to state the amount owed and the next step will be collections 30 days from date of the letter if there no response with a satisfactory course of action from 1A. The letter needs to be mailed by Monday June 10th.

Stair and Platform: Carol will fax the bid from Storm Construction regarding the back stairs and platform to Lynn and Angela. Fax Bid. By June 6, 2002

Announcement: The next meeting will be July 10, 2002 at 7:00 p.m. at CMR's office.

Adjournment: Angela motions to adjourn, Lynn seconds, all in favor.

***Denver Club
Board Meeting
July 10, 2002***

Roll Call: Debi, Lynn, Angela

Guest Present: Charles

Management: Carol with Colorado Management

Charles passed out a break down of gas and electric for Denver Club. It is attached.

Again, Charles does not feel the Gas and Electric in the main building benefits him. The Board noted he does use the lights on the exterior for safety and for the mailbox walk way. He does have access to the basement where the washer and dryer at the property are located. The Board also noted this is a community of owners sharing common areas and expenses. Charles indicated that he was ignorant of the role of the association when he purchased his unit and felt his realtor did not explain it or point it out.

Charles would like to separate his unit due to the utility situation. Charles wants only to pay for what he receives. Angela notes the Association covers building insurance for the entire property, and the Association cover and pays for the carriage house limited common elements and the common elements (roof, carriage house exterior walls, water, property taxes, etc.) We all benefit from each other.

Carol notes it would be easier if the Board did an amendment to the governing documents and pay all gas and electric bills for all of the residents and increase dues instead of separating the property.

Charles notes the Association needs to come up with something fair. Charles feels the Board is only interested in what benefits them.

Charles would like to go into the basement and follow piping to see what pipe is going where. Charles does not want to pay the additional \$62.00 per month divided 5 ways. Charles does not want to heat someone else's house.

Lynn asked if any Board members are interested in going down to the basement to investigate with Charles. He will do it in the next couple of days. Angela will try and meet with Charles at 12:30 p.m. on July 11, 2002.

Minutes: Lynn motions to approve the minutes, Angela seconds all in favor.

Angela notes the Board voted after 30 days unit 1A needs to be turned over to collections. We are coming up on 30 days. Make sure the letter was sent and go forward with the collections.

Carol is going to check on signature of certified mail going to Steamboat – is it Wiess' signature?

The gutter cleaning needs to be scheduled once the masonry work is completed.

Lynn contacted Caption Chimney and spoke with Vic to get a break down of what is the most priority. The Board will get the break down discuss if the entire project should be done or if we should do it in phases. Lynn would like the recommendations from the tuck-point contractor so we can decide if we should do the entire building or prioritize.

The Board will vote at the next meeting.

Charles does not want to be responsible for any repairs that do not benefit him. If the Board agrees to stucco the carriage house, Charles would be willing to pay the Assessment, however; if the Board does not stucco the carriage house, he will not pay.

Charles again states he is unwilling to pay anything on the unit until his is addressed. Charles wants stucco done. He will get bids. Charles noted that when he met with Capitol they stated they would include the carriage house.

Lynn asked why is Charles bringing the stucco up now. We have had this tuck pointing –masonry discussion for at least two years and stucco has never been an issue. Charles said “it did not dawn on me to have it done until all of the repairs came up on the main house.” Angela notes the bids she received did address the carriage house tuck-pointing.

Charles notes tuck-pointing is not to his satisfaction. Carol noted that the bids did not include cosmetic only structural and stucco is cosmetic and the tuck-pointing on the carriage house is being addressed. Charles noted it is not being addressed to his satisfaction.

Lynn notes we are a small association and we do not have a lot of money so we are only doing what is necessary to preserve the property nothing for beautification. Lynn notes the property needs paint and new landscaping, we are prioritizing what needs to be done not what we want done.

Stairs. We will have another step bid by Friday. Carol notes they will be including and complete tear down and rebuild along with just a repair. Storm Construction needs to be called and the bid needs to be for a complete tear down and replacement.

Angela notes that Charles steps look good and there have been no complaints so they are not be addressed at this time. Charles agrees the steps are in good condition.

We will vote on the contractors and prioritizing at the next meeting.

New Business:

Downstairs there is an old dishwasher and we need to get rid of it. CMR will make a Curiosity call to the members and if it is not claimed the Association will remove it next week Friday.

Dog feces along the bushes. Dog owners must pick up after their pets. Owners need to inform residents this needs to be removed. Charles will let his resident know.

Announcements: The next meeting will be at 7pm on July 31, 2002 at CMRs office. Debi notes she will be traveling most of August

Adjournment: Lynn motions to adjourn, Angela seconds, all in favor.

*Denver Club Condominiums
Board Meeting
September 23, 2002*

Roll Call: Angela, Debi, and Lynn

Guest Present: David Braden

Management: Steve can Carol with CMR

Declaration:

The Board discussed the layout of the property and how the utility system works currently. The Board and the attorney had a discussion for the amendment to the declaration.

CMR needs to go and measure the basement so the square footage can be calculated.

The Board is going to split the boiler utilities for the basement by sq. footage divided by 5 for base fee. The replacement of the boiler would be done by special assessment.

All 5 units will divide House electric.

Hot Water Heaters will be divided 4 ways for utility cost and repair.

Anything repairs or inspection under \$250.00 the dues will cover inspection or repair over \$250 the formula will apply.

David will be respond to the Letter from Charles Wiokur. CMR will give Charles a courteous call regarding account.

Lynn motion that our attorney will draw up an Amendment for the utilities, Angela seconds, all in favor.

Adjournment: Lynn motions to adjourn, Angela seconds, all in favor.

**Denver Club
Board Meeting
November 3, 2002**

Roll Call: Angela, Lynn, and Debi

Guests Present: Charles

Management: Steve and Carol with CMR

Lynn called the meeting to order at 7:05 p.m.

Minutes: The Board review the minutes and adds into that the phrase the dollar amount the new formula will apply, Lynn motions to accept the minutes with the changes, Angela seconds, all in favor.

Financials: Carol notes that the current account has \$8,812.90.

Angela asked whom she could talk to regarding maintenance

Lynn asked when will we see the interest we earn on our account, Steve will look and see when the interest is earned.

Snow Removal:

We had good snow removal. The leaves will be removed after the snowmelts and we will do a fall clean up.

We need to clean the gutters. Budget building services needs to be called to sent back out to re clean the gutters.

Sick Tree, Swingle will be out to inspect the tree to see if it can be saved.

Unfinished Business:

Steps:

- Pam notes the red wood is treated and we can put a sealer on it. Handrail is from green wood to dry out before we paint them. Lynn motions to keep the natural look. Tabled.

Roof

CMR needs to get current bids and Lynn would like options for the roof and how we can go about doing the repair. As the roof is being done, we need the Electrical wiring while the roof is off.

Amendment Review:

- We agreed not to use exhibit B for the utilities and the boiler maintenance /repair. We need to create exhibit C. Exhibit C would be the % of common shared utilities and, maintenance of common boiler. Exhibit C would give the % of what each owner owns. Exhibit C would also include the 4 units that the hot water heaters service and the charge that would go back to 4 units using the hot water.

Unites and usage:

- 2A and 1A use the boiler.
- 3 units use the stairwell 1A 2A 2B.
- Basement sq. footage will be divided 5.

The above is what we will be using to create exhibit C.

Steve would like to see an area for storage or create something in the basement. We need to contact the owners. We need to get rid of the dishwashers.

Carol notes that there should be no storage in the hot water heater and the boiler rooms.

Charles notes that the boiler is in the basement and heat rises and everyone benefits the main house.

Lynn notes that we will present this to David when we come up with Exhibit C.

We need to send a letter to the membership that they will be receiving a bill after we have the Amendments retro it to October.

Let's just circulate it. Once it is ok we have a Board Meeting to approve it to present it to the membership then we will have special meeting to finalize it.

Steve will get exhibit by mid next week.

Lock on the basement door need to be replaced or fixed it. The knob on the front door we need to get the lock repaired. We need to fix the locks when measuring the basement and not have a separate trip and fix the locks.

The gutter needs to be repaired. Water gushes out of the gutters.

Adjournment: Lynn motions to adjourn, Angela seconds, all in favor.