

# **Boulder Ridge Association**

## **Board Meeting**

Thursday, July 27th,

Comfort Inn 6:00 p.m.

## **Agenda**

### **Present:**

Board: President – Sylvia Markham, Vice President – Scott Ohm, Treasurer – David Byrne, Director – Deb Bennes (Minute Taker in absence of secretary, Paige Beenen)

Oxford: Mark Dickson, Rick Karow, Marcy Ablin

Homeowners: 11 present

**Call to order:** Meeting was called to order at 6:00 p.m. by Sylvia (board president)

### **Finances:**

- End of June 2017 balances: Checking \$40,555.66; Savings \$164,823.34

Recap of Asphalt and Roofing:

- Asphalt: We had over \$80,000 worth of asphalt work done in 2016.
  - We are scheduled to have \$62,200 worth of asphalt work done in 2017. \$31,000 has already been paid out of reserves; the remainder due upon completion (partially from 2017 assessment)
- Roofing: Buildings 2, 10, 15, 16, 17 re-shingled in 2015; \$128,581.28 paid out of reserves.  
Buildings 4, 5, 9, 12, 14 re-shingled in 2016; \$135,494.42 paid with an assessment.  
Buildings 6, 7, 8, 13 will be re-shingled in 2017; \$115,970 to be paid with recent assessment.  
Buildings 1, 3, and 11 will be re-shingled in 2018 – payment to be determined. (\$90,000?)
- Out of savings, we will need to pay approx. \$116,000 for shingles and \$31,000 for asphalt, leaving only \$18,000 in savings; however, there is still over \$8,000 outstanding in assessment payments and add \$3,000 to savings each month from association dues.
- Monthly dues/budget items not addressed (landscaping, shrub replacement): With a need to replenish reserves as well as to budget for landscaping and shrub replacement (and door repairs), we will need to consider raising our monthly dues. At this point, we may still need an assessment in 2018 to cover the last 3 roofs and possibly some of the door repairs.
  - The board will have a working meeting next week to discuss dues and assessments.
- Delinquent Accounts: A discussion was held concerning the need to act on outstanding payments.
  - A home owner raised the question of placing liens and what threshold of money owed would be appropriate. It was decided upon a threshold of \$2000.
  - Mark Dickson from Oxford responded by reinforcing the strong standing of Boulder Ridge financials and asked home owners to exhaust all avenues for collection before involving lawyer

fees. Mark also stated that when selling, Oxford is asked to complete a CIC form that would state any outstanding fees for the property.

- Late fees/Rule #17 *“Association dues are to be paid by the first business day of every month via electronic funds transfer. Effective April 1, 2006, the Association will assess a late fee of \$25 if dues are not paid in full within 30 days of the due date. The assessment will double to \$50 if the dues are not paid in full within 60 days of the due date. The assessments will double again each month until all dues are paid in full.”*
- Oxford was asked to act on this rule in April and will begin contacting the delinquent homeowners retrospectively from May, 2017.
- A homeowner brought up assessing dues to those that are noncompliant in providing the management company with owner and renter information.

## Old Business

- Did we get follow-through on items from last meeting:
  - Replacement of sidewalk lights that Gibbs broke – *homeowner said not to proceed*
  - No Parking sign by 6363 29<sup>th</sup> Ave – *complete*
  - Clarification by Post Office regarding who fixes damaged/leaning mailboxes – *Marcy from Oxford got in contact with the post office and they are working on it*
- Asphalt: this summer, a few driveways will be ripped out and replaced. All other driveway cracks will be filled and all driveways will be sealcoated (Refer to Financing section)
- Roofing: Four buildings are being done this year (Refer to Financing section)
  - A homeowner brought up that some bushes were killed when the roofing was done. She stated they were covered for an extended period of time.
- Salting/Sanding:
  - City sidewalks and main roads to be completed by snow removal company
  - Due to the high fee for January, homeowners will be responsible for their own driveways and sidewalks;
    - A homeowner asked for clarification of the bylaws to determine if this is acceptable. Rick from Oxford will follow up on this.
    - Oxford will follow through with communication to homeowners as this is resolved.
  - Need for sand/salt buckets by mailboxes will be communicated with Gibbs
- Tree mulch: homeowners conveyed their unhappiness with the mulch project this summer. It was decided to table this until next year and include this in our budget/plan for 2018.
- Weeds around trees/lawn service: Homeowners again conveyed their displeasure with the lawn service this summer. Parcels of grass are not being mowed and weeding isn't being done on a regular basis
- Tree roots endangering sidewalks and falls: At April's meeting, the former maintenance person, Mike, stated that the roots could be cut off at the sidewalk line and that the roots in the grass could be covered with dirt and grass seed. Will this be done?
  - Rick from Oxford will be looking into this issue
- Tree trimming and landscape: A homeowner brought up trees behind Slate Ct need trimming as neighbors to the south of Boulder Ridge are complaining, other homeowners stated that trees limbs are starting to encroach on Boulder Ridge units.
  - Sylvia has been in contact with Whittings and will inquire about tree trimming

## New Business

- Sprinklers- what is the schedule/who adjusts sprinkler heads?

- Sprinklers are serviced spring and fall. Somehow the time of day for the sprinkler operation was altered. The time has been adjusted back to 10:00 p.m
- Board interpretation of Rule #3: No owner, tenant, occupant, or guest may obstruct the Common Elements (defined in the Boulder Ridge Declaration). No item may be stored on the Common Elements without the Board's prior written consent. No owner, tenant, or guest may keep or store any trailers or recreational equipment, including, but not limited to, camper trailers, pick-up campers, motorized self-propelled motor homes, boats or boat trailers, snowmobiles, Jet Skis or ATVs on any portion of the Common Elements.
  - Since the underlined are 2 separate sentences, it is to be interpreted that none of the items in the 2<sup>nd</sup> of the 2 can be stored on the common elements.
  - **REMINDER:**
    - Boulder Ridge tenants can park in common areas for short periods of time. Longer periods of time require board approval.
    - Service trucks are allowed to park in common areas when doing work on the property.
    - ***Tenants are not allowed to restrict common areas that are near their driveways and are not allowed to place notes on vehicles parked in common areas.*** If homeowners believe that a vehicle is parked illegally, they should contact the management company.
- A homeowner would like assessments to be spread out longer so that each payment is smaller. This should be taken into consideration depending on the assessment.
  - The board will be meeting next week to review this option. Oxford said this would be no problem from an accounting stand point.
- Need for regular feedback from management company regarding completed maintenance:
  - Sylvia asked that she receive documentation for completion of maintenance requests.
  - Oxford will provide a monthly completion report
- FHA loan requirements pertaining to the number of rental units
  - Rick from Oxford will check on the loan requirements to ensure our compliance
- A homeowner asked for clarification of the management company expectations. He would like them to be more proactive in identifying upcoming projects and/or issues.
  - Mark identified a few tasks that Oxford is responsible for, including accounting, managing the property, responding to maintenance requests and preparing budgets.
- A homeowner alerted the meeting of having mice and described the point of entry (behind the stove, there was a space around one of the plugins).
  - We are getting bids on pest control to assess the building.
  - It is the homeowner's responsibility to get rid of the mice.
- A homeowner noted that water has been pooling after raining around 6310 29<sup>th</sup> avenue. Rick will check on placing a PVC pipe that would help it drain.
- A homeowner mentioned that one of the 'non-resident parking' signs (driveway south side of building 10) was torn out last winter with snow removal and needs to be replaced.
  - Oxford will install a new sign.
- October meeting to be determined and will be posted on the website

**Adjournment:** Meeting adjourned at 7:50 p.m.