

June 7, 2014 – D R A F T

Bill Hyde, Secretary

In attendance or represented at Workday: Joe and Kallene Casias, Joyce Dierauer, John and Elyse Dinsenbacher, Randy England, Stephanie Ford (Jacque Rose), Rick and Sheryl Hobbs, Tim and Leslie Payne, Marge Seabourn and Bill Hyde, Rocky Mountain Bible Church (Don Sanford), Rick and Renee Spiess, Dori and Brent Wambach.

Not present/not represented at Workday: Gavin and Sabine Campbell, Toni Moen and John Griffin, Brian and Erika Shorter

Voting at Annual Meeting: Joe and Kallene Casias, Joyce Dierauer, John and Elyse Dinsenbacher, Randy England, Stephanie Ford (Jacque Rose), Rick and Sheryl Hobbs, Tim and Leslie Payne, Marge Seabourn and Bill Hyde, Rocky Mountain Bible Church (Don Sanford), Rick and Renee Spiess, Dori and Brent Wambach.

Present at Meeting but not voting: none

Not Present or Represented at Meeting: Gavin and Sabine Campbell, Toni Moen and John Griffin, Brian and Erika Shorter

PRE-MEETING ACTIVITIES

- Sign meeting attendance roster
- Update association contact list
- Update renter information
- Presentation of written proxies to the CCA Secretary
- Certification of those eligible to vote

ADMINISTRATIVE ITEMS AND POINTS OF ORDER

- Meeting called to order at 11:21 AM by Association Vice-President Joyce Dierauer.
- Roll Call and Assessment of Penalties as needed
 - The membership unanimously decided that it was appropriate to assess a penalty of one month's dues to be paid by the owners listed above as not being present or represented for the workday.
- Additions and Revisions to agenda
 - None
- Approval of previous meeting minutes
 - Approval of June 8, 2013 minutes required
 - Minutes were approved with the following corrections:
 - None
- Adminstrivia
 - The association documents are available on the web page:
<http://www.cobblestonefrisco.com/>
 - Current Board and term expirations
 - President: Gavin Campbell (term expires 2016)
 - Vice-President: Joyce Dierauer (term expires 2015)
 - (outgoing) Treasurer: Sheryl Hobbs (term expires 2014)
 - Secretary: Bill Hyde (term expires 2016)

- Officer Elections:
 - Sheryl's term as Treasurer expires today
 - Gavin will be selling his unit and needs to resign as President; we need to elect someone for the remainder of his term through 2016
 - New officers were elected:
 - President: John Dinsenbacher (term expires 2016)
 - Treasurer: Rick Hobbs (term expires 2017)
- Announcements and Items from the Chair and Others
 - Association Secretary Bill Hyde requests that all owners with tenants fill out the new renter information form and return the filled out forms to him. The form is on the web in the folder
<http://www.cobblestonefrisco.com/csa/documents/MiscDocsAndForms/>

FINANCIAL REPORT AND ACTION ITEMS

- Financial Report – Dianne Stuhr
 - Status of dues, assessments, reserve account, and investments:
 - Dianne presented the projected budget for 2015 based on \$350/month (\$50/month increase). Rick will take a look with Dianne at the budget at the end of the year and see how much of an increase we might need. We will have more info on how much the driveway repair will take by then. We will leave the rent at \$300 for now.

PROPERTY MAINTENANCE REPORT AND ACTION ITEMS

- Property Maintenance New Business
 - Gavin – Status on 4-plex parking lot sinkhole
 - A-Peak Asphalt, <http://apeakasphalt.com/>, 970-468-8644, 970-476-8855 is going to come by and give an estimate. They were the only ones of several Gavin called who returned his call.
 - Don Sanford (RMBC) recommended that we contact some local excavators. John will coordinate this activity.
- Property Maintenance Old Business
 - Brian – Status on Nick staining the building this year (every 4 to 5 years with double coats on south and west facing sides)
 - AAA Painting (Nick Vondra) 970-485-5382 is giving an estimate to Gavin. We need to ask Nick if he will do some maintenance on the 4-plex (fill in holes and repair broken boards). Bill will ask Nick to include the maintenance in the bid.
 - Kallene – status on turnkey for water turnoff valve. Done. The T-bar is in the shed and the turn-off is between the units near SW corner of the 8-Plex deck.
 - Sheryl Hobbs – status on replacing missing numbers on buildings. Sheryl has the numbers and next time she comes up she and Rick will replace them.
 - ??? – status on adding clearing the snow from the roof (particularly over the parking lots) into our maintenance contract. Bill will contact Mario about the snow removal on the roof as an as needed item and find out how much it would cost.
 - Bill, Randy, Brian – status on bids for deck replacement. Bids were solicited, but none were submitted

- [Rick will take a look at getting another bid for the deck. In the interim, Bill will call Mario and see what he can do for us.
- Brian – Status on patching holes in 4-Plex wall due to birds nesting. Bill reports that the 4-plex siding looks to be in need of replacement. It has holes and cracks in the boards. Bill took some pictures:
 - <http://www.cobblestonefrisco.com/csa/documents/workdays/WorkDay2014/4-PlexSidingPhotos/>
 - Bill will ask AAA Painting (Nick Vondra) 970-485-5382 who is preparing a bid for staining the condo if he can include some repairs for the 4-Plex in the bid
 - Long term we need to plan on replacing the siding on the 4-Plex. Bill will coordinate with John about maybe getting a bid from R&R Roofing
- ??? – Did Attic Ventilation for interior units get done as part of the new roof? Bill will contact Gavin and/or R&R and see what the status is.
- Brian – status on spraying pine trees – Does property maintenance now handle this?
- Brian – status on removing dead pine tree; is it part of the workday list?
 - Dead tree was removed as part of today's workday
- Officers – status on roof replacement
 - Roof was replaced, heat tape was added to gutters (leaf guards are on all except the lower front gutters), downspouts were added to the rear corners, heat tape was added to the ice dam area over Randy's unit, wood siding was replaced on the front of both buildings.
 - Still to do: painting, connecting heat tape to power
 - Finance details - Interest only payments thru August 2014 (5.5% on unpaid principal balance) – about \$367/month. Beginning Sept. 9th, 2014, we will begin paying \$1,104.36 for 48 months if we use the entire \$100K authorized loan – the actual payments will depend on the final amount of the loan that we draw. We have drawn \$77,658 up to this point, leaving only \$22,342 to put towards other projects if we decide to do that. The rate will be 5.5% for 48 months and then will adjust to prime + 1.00 for the remaining 72 months. If we do not borrow the rest of the authorized amount, the payment on the current balance outstanding will be just under \$850/mo. when we begin full amortization payments in September.
 - Did the roof project include insulation rehab? Bill will check with Gavin/R&R on this.
- Fire Extinguishers - Ensure that the fire extinguishers are serviced and updated as necessary.
 - Bill has contacted Tri-County Fire Protection 479-0319. They inspected the extinguishers. The kind that we have is over 25 years old (mfg 1982) and is no longer considered safe. They have been replaced and we are on Tri-Country's schedule for an inspection next year.

New or Continued Action Items

- There is some repair work that is being done on the cobblestones. The steel that goes with that has been moved to the shed. // Bill will contact Mario.

Workday Items

- Various files from the 2014 workday will be collected in the folder <http://www.cobblestonefrisco.com/csa/documents/workdays/Workday2014/>:
 - Workday sign in sheet
 - Meeting sign in sheet
 - Receipts, expenses, as appropriate
- The running list of condo cleanup items is attached later in these minutes.

Set Next Summer Meeting Date and pick Workday coordinators – All

- Saturday, June 6, 2015 – Kallene will organize the workday
- 8:30am-6pm with meeting 1pm, lunch on your own
- Please reserve the entire day for workday items

The summer 2014 meeting was adjourned at approximately 12:25 PM. The next workday and association meeting will be on Saturday, June 6, 2015.

Miscellaneous Maintenance Items.

Our building maintenance plan runs on a 3 year cycle

- Stain building – 2014
- Paint Building Trim - 2015
- Seal driveway - 2016

Annual Maintenance Items

- Service fire extinguishers
- Spray trees for pine beetles every Summer (property maintenance contractor)

Condo Cleanup Items (running list)

- Repair holes/fill cracks in driveway as necessary
- Cut down any dead trees/bushes/etc.
- Cut bag worms and parasites out of trees
- Weed flower beds, mulch, and plant new items as necessary (Front under aspens, Front – the sign, Front –rock garden by dumpster, Back by big rock, Back between decks)
- Weed eat around all buildings, decks and rocks
- Pick up dog feces from lawns and around buildings
- Repair holes/fill cracks in driveway as necessary (every year)
- Scout property for noxious weeds (e.g. false chamomile, yellow toadflax, spotted knapweed, Russian knapweed, diffuse knapweed, leafy spurge, dalmatian toadflax, hoary cress, perennial pepperweed and Chinese clematis) and remove. Spray roundup on grasses or weeds inside window wells (be careful not to spray the rhubarb near the fireplug).
- Tighten roof screws as needed; inspect roof; repair/replace snow fence parts as needed
- Clean hallways (wash windows and doors, Vacuum or mop floors, Sweep/hose off front stoops/porches)
- Put putty in cracks and holes in walls of hallways
- Touch up hallways with paint as necessary
- Repair and Replace deck furniture, rails, and boards as necessary
- Touch up/stain deck furniture as necessary

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