

June 6, 2015 – D R A F T

Bill Hyde, Secretary

**This is an unapproved draft. It will be approved at the next association meeting. In this draft, important decisions and action items have been highlighted.**

**In attendance or represented at Workday:** Gavin and Sabine Campbell, Joe and Kallene Casias, Joyce Dierauer, John and Elyse Dinsenbacher, Stephanie Ford, Rick and Sheryl Hobbs, Tim and Leslie Payne, Rocky Mountain Bible Church, Marge Seabourn and Bill Hyde, Rick and Renee Spiess.

**Not present/not represented at Workday:** Daniel and Leanne Fesenmeyer, Toni Moen and John Griffin, Elizabeth Greenwell and Joshua Landwehr, Brian and Erika Shorter.

**Voting at Annual Meeting:** Gavin and Sabine Campbell, Joe and Kallene Casias, Joyce Dierauer, John and Elyse Dinsenbacher, Stephanie Ford, Rick and Sheryl Hobbs, Tim and Leslie Payne, Rocky Mountain Bible Church, Marge Seabourn and Bill Hyde, Rick and Renee Spiess.

**Present at Meeting but not voting:** None

**Not Present or Represented at Meeting:** Daniel and Leanne Fesenmeyer, Toni Moen and John Griffin, Elizabeth Greenwell and Joshua Landwehr, 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 approximately 11:45 AM by Association President John Dinsenbacher.
- Roll Call and Assessment of Penalties as needed
  - The membership voted unanimously 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.
  - The owners present or represented voted (six for, two opposed) to assess a penalty of one half month's dues to be paid by Gavin and Sabine Campbell as they were partially represented at the workday.
- Additions and Revisions to agenda
  - Add parking issues at the 8-plex per John
- Approval of previous meeting minutes
  - Approval of June 7, 2014 minutes required
  - Minutes were approved with the following corrections:
    - Motion carried with no corrections
- Adminstrivia
  - The association documents are available on the web page:  
<http://www.cobblestonefrisco.com/>
  - Current Board and term expirations
    - President: John Dinsenbacher (term expires 2016)
    - (outgoing) Vice-President: Joyce Dierauer (term expires 2015)
    - Treasurer: Rick Hobbs (term expires 2017)
    - Secretary: Bill Hyde (term expires 2016)

- Officer Elections:
  - Joyce's term as Vice-President expires today
  - New officers were elected:
    - Vice-President: Joyce will continue as VP (term expires 2018)
- Announcements and Items from the Chair and Others
  - Association Secretary Bill Hyde requests that all owners with tenants please update as necessary their renter information form(s) and return to him.
    - Blank form (PDF with form fill in)  
<http://cobblestonefrisco.com/csa/documents/MiscDocsAndForms/RenterInformationSheetFormFill.pdf>
    - Blank form (MS Word)  
<http://cobblestonefrisco.com/csa/documents/MiscDocsAndForms/RenterInformationSheet.docx>

### **FINANCIAL REPORT AND ACTION ITEMS**

- Financial Report – Rich Hobbs, Dianne Stuhr
  - Status of dues, assessments, reserve account, and investments:
    - We are running a deficit of about \$2500 year to date
    - Dianne is looking into showing the deficit more clearly on the monthly report (technically it is correct as shown on the P&L, but including the loan principal payments would give more of a “cash flow” view).
    - We also currently have a zero budget for repairs and maintenance and our electricity is running higher this year due to the additional heat tape.
    - Rick proposed to raise the dues from \$300 to \$375 to cover the current deficit (will vote after deck discussion)
    - John will investigate lowering our cable TV costs; he will get a bid from Direct TV and see if Comcast will give us a better rate.

### **PROPERTY MAINTENANCE REPORT AND ACTION ITEMS**

- Property Maintenance New Business
  - John - Parking at the 8-plex
    - The 8-plex parking situation last winter was unacceptable with cars being left in the parking lot on snow days and blocking the snow plow from clearing the 8-plex lot. The owners present discussed the situation and decided:
      - A fine will be assessed to any unit associated with a car that obstructs plowing snow day: first violation - warning; second violation - \$50; each subsequent violation - \$100
      - John will ask Mario to put a notice on the offending car and report the tag number to the board
      - The policy of two parking places (one in the garage, one in front of the garage) will be strictly enforced. Parking along the lower edge of the 8-plex lot next to the grass will no longer be allowed. No parking signs will be installed (John will coordinate this).
      - Authorized cars in the lots will be more closely tracked. Owners should get model and plate number of their cars to Bill. Bill will modify the tenant form for owners to use for this.

- The new owner auto information form is available. The PDF version is a fill-in form.
  - <http://cobblestonefrisco.com/csa/documents/MiscDocsAndForms/OwnerAutoInformationSheet.docx>
  - <http://cobblestonefrisco.com/csa/documents/MiscDocsAndForms/OwnerAutoInformationSheet.pdf>
- John – Status on 4-plex parking lot sinkholes
  - The sinkhole is caused by a concrete vault that was not properly compacted during the initial construction of the complex.
  - The parking lot needs to be crack sealed and seal coated.
  - The same contractor will take care of both for about \$2500; they should be able to start within a week or so.
- Dog feces on complex grassy areas
  - Picking up feces from the lawn has become a real chore.
  - It was proposed to put a sign with bags out by the alley. Rick Hobbs will investigate.
- Property Maintenance Old Business
  - John – status on bids for deck replacement
    - Reconstruction of existing decks in-place:
      - With fascia \$47,510 without \$42,070; includes all 4 decks, handrails and add egress ladders on the 4plex; original bid was 75k to demo and rebuild; there was also another bid for \$72k to demo and rebuild
    - John will investigate the price on stamped concrete decks.
    - Rick said that there is not enough left on our current line of credit loan to cover the deck expenditures; however, it might be possible to get an increase in our maximum loan amount. Rick will check into this.
    - If the increase is approved and we borrow the funds to pay for the deck project, it will increase our payments by about \$500 P+I per month so we would need to go to \$425 on the dues or a special assessment of about \$3000; if the loan amount cannot be increased, then we will have to do a special assessment to cover the decks (or possibly some combination of a dues increase to cover the payments on what we can borrow and special assessment to cover the rest).
    - The owners present voted unanimously to increase the dues to \$375 effective July 1 to cover the existing outage mentioned above; a possible subsequent increase not to exceed \$425 to cover the payments on the increase in the loan was also approved unanimously. The \$425 amount would be effective the first of the month following the loan increase approval (no sooner than August 1). If it is necessary to increase the dues beyond \$425 or otherwise change the plan there will be an email vote of the membership.
  - Bill – Bill will investigate some dangling questions about the new roof: Did Attic Ventilation for interior units get done as part of the new roof? Did the roof project include insulation rehab?
  - John – status on spraying pine trees; John will check with Mario on this
  - Marge saw Neils Lunceford out fertilizing our trees; nobody knows anything about this; John will check with Mario about this.

### Workday Items

- Various files from the 2015 workday will be collected in the folder <http://www.cobblestonefrisco.com/csa/documents/workdays/Workday2015/>:
  - 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 11, 2016 – Elyse Dinsenbacher will organize the workday
- 8:30am-6pm with meeting 1pm, lunch on your own
- Please reserve the entire day for workday items

The summer 2015 meeting was adjourned at approximately 1:00 PM. The next workday and association meeting will be on Saturday, June 11, 2016.

**Miscellaneous Maintenance Items.**

Our building maintenance plan runs on a 3 year cycle

- Seal driveway – 2016
- Stain building – 2017
- Paint Building Trim - 2018

**Annual Maintenance Items**

- Service fire extinguishers (Tri-County Fire Protection 479-0319)
- Spray trees for pine beetles every Summer (property maintenance contractor)

**Condo Cleanup Items** (running list)

- Plant flowers as necessary
  - Repair holes/fill cracks in driveway as necessary (contractor)
  - Cut down any dead trees/bushes/etc.
  - Cut bag worms and parasites out of trees as necessary
  - 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 vinegar on grasses or weeds inside window wells (be careful not to spray the rhubarb near the fireplug).
  - 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