

**BEAVER VILLAGE CONDOMINIUM ASSOCIATION FILING NO. 2**  
**BOARD OF DIRECTORS MEETING**  
**BEAVER VILLAGE REC CENTER**  
**JANUARY 25, 2019**  
**6:30 PM**  
**MEETING MINUTES**

**CALL MEETING TO ORDER**

The meeting was called to order at 6:32 PM

**ROLL CALL**

Present: Tom Cummins (board), Joanne Gravelle (board), Jon Hoogenboom (board), Lisa Effler (board), Eric Mowrey (MCPM), Chad Griffith (MCPM), and Janet Meinen (MCPM-via phone)

**APPROVE AGENDA**

**a motion was made to approve the agenda with the addition of the topic of community firewood. The motion was seconded and passed unanimously.**

**PUBLIC COMMENT**

Two unit owners spoke over an ongoing noise/volume issue having to do with volume of music being played on a stereo system. The owners of one unit have made multiple complaints for the past 6 months regarding what they consider to be excessive volume coming from the unit above them. This owner was present and summarized his complaints with the situation. The other unit owners, described the situation from their point of view, indicating that they did not feel like they were playing the music too loud and that they felt threatened now by the owners below. Mountain Chalet has responded to multiple complaints from the complaining unit and the owner stated that he has consulted an attorney. His attorney commented that he did not feel that the association's governing docs were in full compliance with Colorado law, particularly policies and procedures. The two owners indicated that they had worked out what appears to be a reasonable solution to both parties. The responding owners will play their stereo at a volume of 10 or less and that is acceptable to the owners who had the complaints. Tom Cummins complimented both unit owners on their ability to work this out and come to a compromise.

**APPROVAL OF MEETING MINUTES FROM APRIL 30, 2018 BOARD MEETING, JULY 13, 2018 BOARD MEETING, AND JULY 14, 2018 ORGANIZATIONAL MEETING**

**A motion was made and seconded to approve all three sets of meeting minutes, specified above. The motion was passed unanimously.**

**PROPERTY MANAGEMENT REPORT**

Chad Griffith presented the property management report per his written report included in the meeting packet.

- Crawlspace conditioning in building 8 was completed. Building 5 crawlspace is slated to be the next one done. The association is already seeing substantial energy savings with reduced electric usage in the conditioned crawlspaces. Building 6 crawlspace was completed in conjunction with the fire restoration project in building 6, which saved the association some money.

- Comcast upgrade---The Comcast upgrade is complete but there are still a few punch list items remaining to be completed by Comcast. Chad Griffith indicated that there are 4 units still needing to be rewired. There is one unit (523) where Comcast will need to reconfigure the wiring as it was not deemed acceptable. Jon Hoogenboom asked how many cable boxes there should be in each unit. Tom Cummins stated that each unit has two boxes—a main unit and a slave unit in a bedroom. Tom Cummins requested that a letter be sent out to owners summarizing what should be included in the Comcast upgrade for each unit.
- Century Link internet upgrade—Chad Griffith reported that the internet is working very well overall. Dan Madigan of Condo Wireless is still the contact person for any problems related with internet. Mountain Chalet had to assist Dan Madigan with some trenching work for installation of fiber to all buildings.
- Crawlspace locks were all replaced with new codes.
- Ice dams were removed from the back of building 8.
- Electrical repairs were completed at the island.
- Sensor update—Chad Griffith reported that the moisture/temperature sensors and alerts are working well.
- Parking issues—Eric Mowrey reported that there have been much fewer parking issues so far this winter. Lisa Effler commented that much of that may be due to not having a construction zone like the previous winter.
- Dumpsters—Lisa Effler asked why the doors are not on the dumpster enclosures in the winter. Mountain Chalet will put the dumpster doors back on the enclosures for the winter.

**A motion was made and seconded to approve the property management report as presented. The motion passed unanimously.**

#### **FINANCIAL REPORT**

- A. REVIEW 2018 YEAR END FINANCIALS**---Janet Meinen presented the 2018 year-end financial report, which was included in the meeting packet. She started with a summary of the balance sheet, noting that the account receivable number of \$114,622 included the outstanding special assessment due. She also noted that the association has \$59,000 in the bank and payables of \$30,900.

Janet Meinen reviewed the budget versus actual for the period of October 2017 through September 2018, which was included in the meeting packet. This was discussed at the July meeting and there has not been much change. The big line items over budget were high speed internet and this was due primarily to the fact that Stay Winter Park no longer contributes to this area and this was learned after our budget was prepared. Insurance was significantly over budget as a result of the increased renewal premium from Farmers. The other line item over budget significantly was major maintenance, where the association was over budget by \$2920. Tom Cummins inquired as to the status of our delinquent owners. Janet Meinen indicated that she is in communication with them and that they are aware of the delinquency. They are making efforts to get the account current. Chad Griffith noted that the association had received approximately 50% of the special assessment monies due already.

**B. EXCESS INCOME RESOLUTION**

**A motion was made, WHEREAS, Beaver Village Condominium Association, Filing #2, Inc. is a Colorado non-profit corporation duly organized and existing under the laws of the State of Colorado; and**

**WHEREAS, the members desire that the corporation shall act in full accordance with the rulings and regulations on the Internal Revenue Service;**

**NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of Beaver Village Condominium Association, Filing #2, Inc.:**

**RESOLVED, that any excess of membership income over membership expenses as defined in IRS Reg. 1.277-1 for the year ended September 30, 2018, shall be applied against the subsequent year member assessments as provided by IRS Revenue Ruling 70-604. The motion was seconded and passed unanimously.**

**C. REVIEW CURRENT FINANCIAL STATEMENTS**

Janet Meinen noted that since the association had an operating loss for the past fiscal year, the board should make a formal resolution to transfer \$5000 from the replacement fund to the operating fund. **A motion was made to transfer \$5000 from the replacement fund to the operating fund. The motion was seconded. The motion passed unanimously.**

Janet Meinen reviewed the balance sheet of December 30, 2018 as provided in the meeting packet. She commented on the status of the account receivables, specifically on the collection of special assessment monies. That collection is going well. Janet Meinen moved the discussion to a review of the current quarter profit and loss budget versus actual for the period of October 1 through December 31, 2018, which was included in the meeting packet. The significant line items where the association is over budget for this quarter are administration, common area maintenance, snow removal, and major maintenance. Janet Meinen also pointed out that the association is under budget in the areas of cable television, high speed internet, electric, and road maintenance. Overall, the budget is running a deficit of approximately \$3550 for the first quarter.

**A motion was made and seconded to approve the financial report as presented. The motion passed unanimously.**

**D. REVIEW CAPITAL REPLACEMENT PLAN**

Eric Mowrey started the discussion of a review of the capital replacement analysis, which was provided to the board in a separate attachment. Eric noted that several projects were queued up for completion in 2019, specifically a crawlspace conditioning project (building 5) and a staining project (buildings 7, 8, and 9). He questioned whether the staining project actually needed to be done this year. Chad Griffith agreed and suggested that attention might need to be directed toward repair and staining of the boardwalks. Tom Cummins requested that Mountain Chalet go ahead and get bids for this work so that the board can review. Jon Hoogenboom pointed out that the stairwells and trim are in need of repair and/or painting. Eric Mowrey brought up the topic of an exterior lighting upgrade as it has been discussed in the past. Tom Cummins did feel like this was a topic that would be discussed at the annual meeting. There was discussion on possible incentives that may be obtained in a lighting upgrade, particularly with the energy efficiency savings.

**RECREATION BOARD UPDATE**

Tom Cummins provided the report. He noted that he and Jim Raebiger are the representatives from filing 2 to the rec board. Tom Cummins noted that the rec board had just completed a board meeting earlier that day. The budget for the coming year was approved at this meeting and there were no dues

increase to filing 2. Tom Cummins indicated that this new budget included a line item for legal expense, in anticipation of the potential coming annexation by the Town of Winter Park, related to the ROAM project. Tom Cummins stated that a recent meeting with the Town of Winter Park, it was learned that Beaver Village has been surrounded by the Town of Winter Park and that this has set a 3-year clock to determine whether Beaver Village wants to be annexed or not. After 3 years, the Town of Winter Park can annex Beaver Village. Tom Cummins discussed the concept and desire of Beaver Village to get a traffic light installed at the entrance of Beaver Village and Highway 40. The ROAM project is not going to align their entrance with Beaver Village and thus a traffic light will not happen. The alternative designs being discussed would be a roundabout or series of roundabouts. The Colorado Department of Highways is reviewing all options. Tom Cummins discussed the advantages and disadvantages for Beaver Village related to the annexation by the Town of Winter Park. Tom Cummins discussed the plots of land behind buildings 5 and 6 and stated that those plots are under contract for purchase by a local developer. This developer is in discussion with the Town of Winter Park to have a ski back trail from the ski area down into the Vasquez area and into parts of Beaver Village.

### **OLD BUSINESS**

- A. DELINQUENT OWNER STATUS**---Already covered earlier in the meeting
- B. INSURANCE CLAIM**—Eric Mowrey stated that the insurance claim is basically fully resolved. He did note that there is some legal action pending between one owner and a contractor regarding quality of work performed and monies owed. Eric Mowrey indicated that he had spoken to the association’s attorney earlier in the week to discuss the default judgments that were brought against the association by an owner. The reason for the judgments was due to the fact that the attorney supplied by Farmers insurance as part of the claim missed some filing deadlines. These expenses for the attorney are being paid for by Farmers. There is remaining insurance settlement money yet to be paid and Mountain Chalet is expecting to receive directions from the attorneys involved to release those remaining funds to be held in escrow at the Grand County Courthouse. Tom Cummins added the comment that the settlement stated that this error was in no way due to negligence on the association’s part.
- C. INTERNET UPGRADE**—Most of this was covered earlier in the meeting but Chad Griffith noted that Mountain Chalet will leave information on the Wi-Fi network and passwords while doing unit inspections later on in the winter. The overall sentiment from the group was that the service is working well and vastly improved from the previous level of service. Tom Cummins d add that Dan Madigan of Condo Wireless will be offering an enhanced service for the internet that would be at owners’ expense if they opt in for that service. More information will be provided to the owners in the near future.
- D. COMCAST UPGRADE**—This topic was covered earlier in the meeting.
- E. SPECIAL ASSESSMENT UPDATE**—Janet Meinen stated that \$55,600 had already been collected by Mountain Chalet from owners for the special assessment. Many owners have paid early, and this has certainly helped the cash position of the association.

### **NEW BUSINESS**

- A. RESPONSIBLE GOVERNANCE POLICY REVISION**—Eric Mowrey started the conversation by stating that he had sent out information on this topic to the board prior to the meeting for their review. He informed the board that under CCIOA the governance policy has to address 9 policies and procedures and comply with present law. The existing policies and procedures are not in compliance to present code. The primary area of concern is policy #4, enforcement paragraph, as it does not contain the proper language for warnings, fines, time frames, enforcement, etc. There was discussion that Dick Norman had started this process of updating this document.

Janet Meinen provided some background as to what had happened with the updating of this document. Tom Cummins stated that it is important that the association get these policies and procedures updated to be in full compliance as soon as possible. He suggested that Mountain Chalet try to utilize existing templates for this project which would help keep the expense of the project down. Eric Mowrey will work with Janet Meinen to put together a revised policies and procedures template before the next board meeting.

- B. RULES AND REGULATIONS REVISIONS**---Eric Mowrey stated that he had forwarded this information to the board in a prior email. He started the conversation by stating that the board was empowered to make changes to the rules and regulations. The rules that were brought up for discussion and possible revision were regarding noise/music/volume, parking (including trailers), and the pet policy (including the pet registration policy). Eric Mowrey suggested it would be beneficial to have some discussion here at the board meeting on these topics but that the board certainly could work through formal changes to these rules and regulations via email. There was discussion regarding discontinuing the present pet registration policy. Eric Mowrey stated that Beaver Village #2 was a very pet friendly association and gave an example that anyone renting more than 30 days was allowed to have pets. Tom Cummins asked the question as to what liability did the association have if a registered pet was not properly vaccinated and bit someone there at the association property. The concern is that if the association has a registered pet policy then they are assuming the responsibility that those animals are properly licensed and vaccinated. Mountain Chalet will reach out to Madeline Duncan for some legal clarification on this issue. Chad Griffith brought up the point that much of the signage on the property is tired and out of date and the board should consider updating the signage. There was discussion on whether there were dog waste stations on the BV2 property. Chad Griffith indicated that there was one but that a second one should be added. Eric Mowrey suggested that the board give these topics some real thought and that we work on getting these rules and regulations updated to better reflect the current opinion of the board and ownership group.
- C. ROAM/ANNEXATION**—Covered earlier in the meeting
- D. FIREWOOD**----Previously firewood had been purchased by a rental company for their guests. The association and property manager had not purchased communal firewood in the past. It may have been stocked in the past by a good “Samaritan”. Eric Mowrey stated the cost of a cord of firewood delivered and stacked was \$150 per cord and up. Chad Griffith noted that there were still 17 wood burning fireplaces in the association. Tom Cummins suggested that the association buy the first cord of wood and have Mountain Chalet put a lock on the woodshed. Those owners that want the combination to utilize the wood will have to pay in for future cords of wood.

#### **ADJOURN**

**There being no further business to discuss, a motion was made and seconded to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:55 PM.**

**APPROVED: July 12, 2019**

