

**BLUE RIVER RUN HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 18, 2007**

The Blue River Run Homeowners Association Board of Directors met on Wednesday, July 18, 2007, at the Wilderndest Commercial Center. Directors in attendance were Mike Kelley, George Murray, Pete Novembre, Francina Davis, Nancy Allen, Brooke Sterling, and Sara Schnabel. Representing Wilderndest Property Management (WPM) were Barb Walter – Director of Homeowners’ Associations, Karen Shramo – HOA Liaison, Jennifer Lofton – HOA Bookkeeper, and Terry Bearson – Property Manager. Mr. Kelley called the meeting to order at 4:02 p.m.

APPROVAL OF THE AGENDA

RESOLUTION: Upon motion made, duly seconded and unanimously carried, the agenda for the meeting was approved as presented.

APPROVAL OF MINUTES

RESOLUTION: Upon motion made, duly seconded and unanimously carried, the minutes from the April 16, 2007, Board meeting were approved as written.

FINANCIAL REPORT

- It was noted that the recent charges for “Irrigation” seem high, but Footnote 4 explains that that the charge includes irrigation, fertilization, and the blowout at the beginning of the season. On future bills, Rocky Top has been asked to breakout the locations of repairs so that Ms. Davis can track trouble areas. There will also be a separate bill for damage caused by the Town of Silverthorne on South Vista.
- A Month-to-Date loss of \$7149 is considerably higher than the budgeted loss of \$2009. This is due in part to when the landscaping bills were received.
- The Year-to-Date profit is above the budgeted amount by \$14,873.
- Trash pick-up is under budget for June. The Board believes that this is due to having on-call pickups with Waste Management and thanked Mr. Bearson for his efforts in this area.
- In order to keep the landscaping costs in the correct fiscal year, costs will be accrued in September.

Budget Proposal

Ms. Lofton attended the meeting in order to manipulate the budget allocations and amounts at the direction of the Board, so that the effects could immediately be seen on the projector screen.

- There is a proposed Reserve Dues increase for the townhomes/duplexes of \$294,840 per year (\$8100 per month). This comes out to \$8.33 per unit per month. By changing this to \$10, deficits on the Major Maintenance Chart (MMC) will be eliminated. \$10/month equals a 4% increase.
- There is no dues increased proposed for the Operating Account.
- The budgeted amount for interest income is conservative.
- The Accounting line item is substantially increased from LY due to the full financial audit that was approved at the 2006 Annual Meeting.
- The management fee has been increased by 4%.
- A comment was made that the insurance allocation seems high for the Single Family Homes. Ms. Walter explained that these percentages are designated in the Declarations but was directed to confirm the amount.

- There is a standard increase of 5% per year for Cable TV in the negotiated bulk contract.
- The proposed budget leaves an Operating profit of \$7250.22.
- There is no increase included in the budget for the single-family homes.

Major Maintenance Chart

- A deficit is shown in 2017. Due to the higher dues increase just passed in the budget proposal, this amount will be less than shown.
- It was felt that roof repairs should have a larger designation in the Reserve Account. The amount was changed to \$2000.
- The Reserve Account dues allocation should also be increased.
- A permanent transfer can be made at the end of the year to move any unused funds from Operating to Reserves.

RESOLUTION: Upon motion made, duly seconded, and unanimously carried, the Board of Directors approved the budget with the changes made, with the stipulation that the allocation percentages can be changed if necessary.

- The Board requested that 2 MMCs be prepared for the Annual meeting, one showing no future dues increases, and one showing a \$10 per unit per month increase each year.

The Board thanked Ms. Lofton for her time, at which point she left the meeting.

MANAGEMENT REPORT

Action List

Ms. Walter reviewed the Action List and the following particular items were noted:

- The stone trim should be repointed prior to the sealing process, which is scheduled to be completed by the paint contractor. If it is sealed before it's repointed, WPM will reseal at no additional charge.
- There are loose rocks at 114 Creek Lane on the south side of the north entrance wall. This will be added to the scope of work.

ARC Requests

Ms. Walter compiled all of the requests that have been made to the Architectural Review Committee and organized them in a binder for Mr. Murray. A summary was included for all Board members in the meeting packet. Mr. Murray and Mr. Bearson will note all changes that have been made on the property and verify that the ARC granted approval. Mr. Murray feels that there should be a policy in place that any modifications remain the responsibility of the owner, not the HOA. Ms. Walter and Mr. Murray will work together to document all additions or changes made going forward

Tree Removal Damage

- During removal of trees from Town property behind the Association's boundaries, there was damage done to sidewalks and grass.
- Ms. Shramo, Ms. Walter and Mr. Murray all spoke with Bill Linfield of the TOS and have been told that he would like to walk the property to assess the damage with a Board member.
- Mr. Kelley requested that Mr. Murray take charge of this project.
- Mr. Murray will schedule a meeting with Mr. Linfield and inform the rest of the Board of the date so they can attend as well.

- Ms. Walter offered to give Mr. Linfield's cell phone number to Mr. Murray as this is probably the most reliable way to contact him.

OLD BUSINESS

Staining

- It has been determined that the Summit Stage building is owned by the Town of Silverthorne (TOS). The Town has approved the HOA having the building stained with clear stain.
- The dumpster enclosure on Range View needs to be stained and should be stained solid to match the units.
- The color for doors has not been chosen yet.

Weed Control

- A letter was sent to the owners of vacant single-family home lots requiring that they spray for noxious weeds and encouraging them to participate in the HOA's professional weed spraying program.
- An owner that sprayed his own lot last year was informed that it had been inadequate and must be done better this year. He replied to the Board that last year's inadequacy was due to rain and that he would continue to spray his own lot this year. This same owner has built a bulkhead in the lake that adjoins his property. The Board has required that it be removed. The owner has not responded to the last letter sent regarding this matter, and the Board has requested the Town of Silverthorne to take action.
- The single-family lots that are to be sprayed by WPM will be sprayed in the next few weeks but several of the lots are being built on so the spraying may be unnecessary.

Property Entrance.

- There has been ongoing discussion about the difficulty in turning in and out of the property entrance from Hwy 9. Possible solutions discussed have been the addition of a turn lane and/or reduction of the speed limit.
- The Town of Silverthorne previously applied to C-DOT, but has been informed that most likely nothing will be changed unless there is further development in the surrounding area, at which time the most likely solution will be the addition of a traffic light.

Asphalt

The asphalt patch on South Vista should be billed separately, as it may be a TOS responsibility.

Monthly Property Management Reports

- The Board requested Mr. Bearson to be more aggressive with written violations, especially on litter and dog feces.
- Mr. Kelley would like a newsletter to be sent out to all owners, and requested Board members interested in submitting articles to have them to Ms. Shramo by August 1.
- The June PM Report will be distributed soon. Some items included are:
 - A hot tub on Creek Lane is leaking. The Board recommended Mr. Bearson to issue a violation giving a date by which repairs must be completed.
 - Also on Creek Lane, there is crumbling of the concrete surface outside the garage. There was speculation as to whether this is part of the driveway or part of the garage slab. Ms. Walter will research the warranty on the previous concrete surface application.

- Watering has been increased around the property and an improvement in the appearance of the lawn is evident.

Snowplowing

At the last Board meeting, a decision was made not to pay the bill (\$280) for plowing done on April 12, 2007, as the Board did not feel that there was enough snow that day to warrant it. The plow company has resubmitted the bill, stating that his reasoning for plowing was due to drifting caused by wind, which in some areas there was upwards of the required 2". The Board agreed to pay the bill in full. The contractor also indicated he had following specific instructions presented by the President in an on-site meeting to address plowing issues.

NEW BUSINESS

Owner Requests

- An owner sent a request via Ms. Shramo for permission to install 12"x12" pavers along the edge of her driveway where currently there is a drop-off of several inches. Ms. Davis offered to inspect the area in question and give a recommendation for a solution.
- An owner reported that the street light on Creek Lane goes off and on all night. The owner has had no luck speaking with Xcel Energy and requested that the Board or Property Manager have the light fixed. Mr. Bearson will get the Xcel contact information from Mr. Vlcek.
- An owner would like to add topsoil and grass seed in the back yard. The Board approves, as long as native grass seed is used.

Landscaping

- Rocky Top was overpaid by \$100 by WPM on a previous bill. The amount will be deducted from one month of management fees in order to even out the account.
- Mr. Bearson worked with Ms. Davis for two hours on general landscaping projects, which will be charged to the Association.
- A question of responsibility was brought up with regards to the area between the sidewalk and the unit. Any area outside the footprint is HOA responsibility.
- Mr. Bearson will pull the weeds around Range View Circle.
- At least one owner has landscaped their yard using artificial plants. The Board feels that this is not a big enough problem at this time to warrant making a rule against artificial plantings. However, this issue will be monitored and addressed if it becomes more wide spread.
- There is a problem with the backflow and the anti-siphon valve from the sprinkler system. Allan Schmidt is investigating a solution. Ms. Davis also suggested contacting Peak Choice and Rocky Top.
- An owner has complained that grass is dying due to the sprinkler system not being repaired correctly by Rocky Top. Ms. Davis explained that there are two faucets at this unit, one for the owner's use and the other for the irrigation system. The faucet for the irrigation system must remain on for the sprinklers to work.
- Ms. Davis submitted a bill for reimbursement for 33 bags of mulch, and 6 new flowering plants. Instead of using these supplies in the 3 beds in the center of the cul du sacs, she concentrated on the front entrance. The center beds can be done next year, using volunteers and some hired workers.

Roof Issues

Some owners in the duplexes are having a problem with water falling from the shed roof and rotting the wood trim around the deck. Ms. Sterling had this problem and had a gutter installed at personal expense to correct it. She will provide the name of the contractor who did who work and the ARC will approve these requests once they are submitted in writing.

Staining

- Mr. Novembre requested that a Scope of Work for the exterior painting be emailed to him. The Board discussed the areas that are to be caulked, which include: above the garage door between the wood and the rock, and above the windows if there is no metal flashing.
- There will be inspections of the project in progress and a punch list will be made at the final inspection. The paint manufacturer representative has already performed three on site inspections and determined that the application of product meets manufacturer specifications. The final punchlist inspection will include Allan Schmidt from WPM, the paint contractor, and at least one Board member.
- The work will be 50% complete in a week, at which time an authorization will be needed for the payment due.

Other Items

- There are tire tracks in the planting bed at Rocky Run. Rebar has been inserted at the edge of the area to discourage drivers from crossing the grass. The Board recommended using a decorative boulder instead.

NEXT MEETING DATE

The next meeting will be the Annual Meeting. Due to scheduling conflicts in area Conference Rooms, the meeting date has been changed to Saturday, August 25, 2007, at 9:00 a.m., and will be held in the Silverthorne Town Hall Town Council Meeting Room.

RESOLUTION: Upon motion made, duly seconded, and unanimously carried the date for the 2007 Annual meeting will be changed to Saturday, August 25, 2007.

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.