

**Shadow Creek Condo Association
Board of Directors Meeting
April 13, 2021**

MINUTES

Board Members Present: Greg Pavlich, Hill Jason, Bob Wegner, Joe Zamudio, Gary Waggoner, Sharon McClew and John Martin
Owners present: Kathy Wegner, Jane Westberg and Rich Wildau
Helen Cartwright represented Creekside Community Association Management.

The meeting was held over Zoom and was called to order at 2:03 pm. A quorum is present.

Approval of Agenda

Greg moved to approve the agenda. Sharon seconded the motion, which passed unanimously.

Approval of Minutes

Gary moved to approve the minutes of the February 16, 2021 board meeting. Sharon seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of March 2021 we have \$8,837.66 in the operating account and \$100,776.84 in the reserve account.

Income is ahead of budget from one owner paying their dues in advance. Notable budget items are the expense to repair the 337 garage door and the high costs associated with snow removal. Apart from these everything is normal for the time of year.

Gary moved to approve the March 2021 financial reports. Sharon seconded the motion, which passed unanimously.

Hill asked if any of the Association funds are in higher yield accounts. Previously the board has decided that it is more beneficial for the HOA funds to be available rather than being tied up. We will do some research on other accounts that may give a better return and discuss this further at a future meeting. Joe will contact Elevations CU to get account information.

Maintenance Committee

The maintenance committee is working on installing moisture sensors for the underfloor heating systems in building 337. So far these have been installed in #104, #201, #301 and #303, as well as in the mechanical rooms of both buildings. Bob will draft a memo to be distributed to the rest of the owners in the building so we can get these in place in all units. We are aiming for full compliance by the time of the next board meeting.

Other maintenance items that are being monitored for action this year include the following:

- Replacing the bottom edge bar on the 337 Garage door

- Repairing foggy windows in building entryways
- Discussing exterior painting
- Replacing the pool heater
- Replacing entry way rugs (once encampments are removed)
- Lower cost options for heat issue on third floors

The committee has determined that there is adequate isolation for the heat pumps in building 337 in case of a leak, but at some point we can continue installing isolation valves.

If maintenance issues arise that will cost more than a couple of hundred dollars, these will be brought to the full board for approval. The only exception to this would be in an emergency situation.

Gary will install the skylight covers in May.

Landscaping Committee

Joe reported that the next phase of the landscaping improvements at 315 is to start ordering the plants and to work with Green Spaces on scheduling. The plan is to start planting after Mother's Day.

As previously discussed we will dig holes in advance of purchasing trees in order to verify that tree locations will not be detrimental to critical infrastructure. This determination will be made in conjunction with the maintenance committee. Joe will confirm with Deane & Phil that they will cover the cost of purchasing these trees.

Joe will provide the finalized plan for the landscaping improvement so that we can communicate with the owners. This way everyone will be aware of what is and what is not included in the project and the timeline for the improvements. Hill suggested that we request owners confirm receipt of the plans. This way we can follow up with any owners who do not respond to be sure they are aware of the plans, or they can forfeit their chance to comment.

All owners in building 315 have been given the opportunity to participate in the process. It should be easier to have face to face conversations with owners this year now that people are getting vaccinated.

Other Business

Committee Lists: Helen will send out the final listing to owners. Each committee should select a chair to be the contact person for communications.

Communicating Special Assessment Plan: Helen & Gary will bring a plan to the next meeting for administering the process of approving a special assessment in 2022. Once the board has approved the Annual Meeting minutes they will be distributed to all owners as a first step in communicating the assessment.

Pool Contract & Opening Date: Sharon moved to approve the Peak One pool contract for 2021, which is the same as last year. Gary seconded the motion, which passed unanimously. We will schedule the opening for May 26. The pool

committee will develop a hybrid model for using the pool this season. Some times will be kept for residents to be able to reserve, the rest of the time will be available for anyone to swim. For the reserve-able times we can use the same online system as last year.

Homeless Encampment: The City has been unsuccessful in removing the encampment from the open space to the west of Shadow Creek, despite some efforts. Rangers have moved people along and the police have issued some tickets. Enforcement is difficult because the jail currently has a very limited population due to COVID restrictions. Owners should be encouraged to call the police or report the encampment online. We will also provide contact details for City Council members and neighborhood liaisons. In an emergency situation residents should call 911 and mention that there is an Affidavit of Trespass on file with the police so officers have permission to come onto Shadow Creek property without an owner present.

Appointment of Officers: The board had an in-depth discussion about individual members' desire and capacity to take on officer positions. John moved to appoint Bob Wegner as President, Sharon McClew as Vice President and Gary Waggoner as Treasurer. Greg seconded the motion, which passed unanimously. John Martin is resigning from the board. Everyone expressed their thanks for the remarkable job John has done over the past few years, and through COVID especially.

Next Meeting Date

The next board meeting will be on Tuesday June 15, 2021 at 2:00 pm.

The meeting was adjourned at 3:39 pm.