

**Shadow Creek Condo Association  
Board of Directors Meeting  
February 12, 2019**

**MINUTES**

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Board Members Present: Sam Maphis, Roger Gridley, Bob Wegner, Gary Waggoner, Joe Zamudio and John Martin.  
Owners Present: Sherry Bruff and Kathy Wegner  
Helen Cartwright represented Creekside Community Association Management.

The meeting was called to order at 2:06 pm. We have a quorum.

Approval of Agenda

Visitors bike rack, mailbox labels, 337 heating and gazebo lighting were added to the agenda. Bob moved to approve the agenda with these additions. Sam seconded the motion, which passed unanimously.

Approval of Minutes

Bob moved to approve the minutes of the December 11, 2018 meeting. Sam seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of January 2019, we are slightly over budget on income. Snow removal shows as over budget which is typical as it is a seasonal expense. All other expenses are normal. Reserve transfers have been made as scheduled. We have \$16,277.67 in the checking account and \$182,525.76 in reserve savings.

Joe moved to approve the January 2019 financial statements. Roger seconded the motion, which passed unanimously.

Landscape Committee

*337 Landscaping updates:* John reported that the landscape committee has finalized the design features of the new landscaping plan for 337. The main features of the plan are that it will be low maintenance and sustainable. They will be meeting on Friday to agree the specific plant selections. The next step is to get estimates on costs from contractors. The committee will put together a presentation to share with owners prior to the Annual Meeting. Once owners have had the chance to give input, the design will come back to the board for approval and we will move into the contracting and installation phase.

*Tree Trimming:* The tree trimming has been completed by Reinholt Tree.

Building Committee

*337 Lighting:* Bob has replaced some of the can lights with new fixtures. If they are popular, then we may consider switching out more of the lights. They are inexpensive and more energy efficient.

Bob and John have also sourced some track lighting to install above the new artwork in the 337 lobby. The cost is \$400 and the lights can be attached to the existing wiring. Gary moved to approve this expenditure. Roger seconded the motion which passed unanimously. Joe suggested framing some of his landscape photography for the 315 lobby, which the board was in favor of, potentially with the same lighting solution.

*315 Elevator Modernization:* The scope of work and cost of \$63,000 for the 315 elevator remodel was agreed with Thyssen Krupp last year. We are still waiting for their final proposal to sign. We will pay half the total price as a deposit, to get on their schedule and determine the timeline of the project.

*315 Lobby Roof:* Van Lier Roofing's schedule was pushed back by weather. This repair should be completed this week.

*Gazebo Lighting:* The gazebo lights are not working. This may be linked to the landscaping lights also not working at the rear of 337. Matt Demple from Absolute Electric has this on his to do list.

*337 Heating:* There is a leak in one of the re-circulating lines that will necessitate shutting down the heating system. Mark from Centennial Plumbing & Heating will wait until the weather is warmer to complete this repair, as well a couple of other small leaks. In addition, one of the two burners on the boiler is not functioning.

#### Other Business:

*2019 Grounds Maintenance Contract:* Bob moved to approve the 2019 grounds maintenance contract with Green Spaces. Roger seconded the motion, which passed unanimously.

*Insurance Review:* Increasing the deductible from \$5,000 to \$10,000 would bring the annual premium down by \$896. The board decided to keep the deductible at \$5,000. Helen will check the covenants for the wording on insurance coverage requirements regarding enclosed porches. In the event of rebuilding after destruction of a building, enclosed porches may not be permitted by current building code. The best advice is that owners should have their agents review their individual coverage alongside the building coverage and the HOA covenants.

*Electric Vehicle Charging Station:* The board will keep this under consideration, depending on the interest of owners.

*Bike Rack for Visitors:* Helen will look into the products that are available and the board will consider the best location to install a bike rack.

*Board Members:* Sam and Gary both have one year remaining on their term. Joe is up for re-election and would like to stay on the board. John took over Joe's position as alternate and has one year remaining on the board. Sherry Bruff,

Kathy Wegner and Greg Pavlich are all interested in joining the board. Officers will be appointed at the next board meeting after the annual meeting.

*Mailbox Labels:* Helen has prepared updated mailbox labels for the entry ways. Sam will arrange with the mailman installing the new labels

*Xcel Transformer:* Xcel Energy are replacing the transformer and the concrete plinth this week. The electricity will be off for 2 – 4 hours. We will keep the garage doors open for this period. Sam will ask Mark to check the boilers if necessary.

*FHA Certification:* The recertification for FHA approval is in process. This approval is required if any owner wants to seek a reverse mortgage for example.

Homeowner Concerns:

Roger is concerned that Cathy Sanford's condo must be professionally fumigated to mitigate lingering cigarette odors. Helen will write to Cathy's daughter to ask about their plans for the condo and to communicate that this action is expected by the Association.

Sherry requested permission for her dog Willie to use the front door as he is experiencing mobility issues due to old age. Gary moved to allow this. Bob seconded the motion which passed unanimously.

Next Meeting Date:

The next meeting will be at 2:00pm on March 19, 2019.

The meeting was adjourned at 3:40 pm.