

**Shadow Creek Condo Association
Board of Directors Meeting
June 16, 2020**

MINUTES

Board Members Present: John Martin, Kathy Wegner, Greg Pavlich, Sharon McClew, Joe Zamudio and Gary Waggoner

Owners present: Bob Wegner, Rich Wildau, Hill Jason and Jane Westberg
Helen Cartwright represented Creekside Community Association Management.

The meeting was held over Zoom and was called to order at 2:04 pm. A quorum is present.

Approval of Agenda

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

Approval of Minutes

Sharon moved to approve the minutes of the April 14, 2020 board meeting. Gary seconded the motion, which passed unanimously.

Approval of Financial Statements

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

Maintenance Committee

Siding repairs: Bob Wegner is meeting with Lonnie Gates to identify areas where siding repairs are needed. A proposal will be emailed to board members for approval. Hill & Jane also have some porch repairs that need doing and will discuss this separately.

Decks / LCE Maintenance: Kathy has drafted a letter to communicate to owners the expectations for them maintaining their Limited Common Element areas. This is based on the communication distributed in 2015 and the association governing documents. Sharon moved to approve sending the letter to owners. John seconded the motion which passed unanimously.

Wildfire Mitigation – Garage inspection: Helen will arrange for the fire marshall to inspect the garages for fire hazards. We will inform owners prior to the inspection and will provide guidance on how to safely store belongings in the garage.

Garage floor power washing: We will hold off on doing this at least until the garage storage has been tidied up, and may wait until next year if everything looks ok.

Third floor heat mitigation: Gary has been researching options to prevent the sun from heating up the building by using a solar shade to block some of the sun from coming in through the skylight over the atrium. An exterior covering would cost between \$800-\$1000, but the delivery could be at least a month from the order date. He reported that an interior solar screen could be used to block the sunlight as well. If attached to the skylight, the cost would be \$600-\$800. Sharon asked about installing a film over the glass. Gary said was indeed another option, but the labor cost would be high. Bob is meeting with a contractor to look at the possibility of installing a whole house fan, incorporating the vents that were discovered on the roof. The cost could be \$3,000 - \$5,000. Greg said that venting would be the most effective use of a limited budget. However, both blocking the sunlight and circulating the airflow need to be considered. This item will be reviewed once more information is available.

Landscaping Committee:

315 Improvements: Some of the improvement tasks have been completed, including installing landscape fabric and mulch, and putting the landscape rocks in place. Projects still to do are planting the brick planters by the front door and by the start of the walkway to 315, and re-seeding some areas of grass where trees were removed.

We still need to cost out landscaping improvements that have already been done and identify if they are part of the regular grounds operating budget, if they are associated with the sewer repair project or if they are part of the capital improvement budget to spruce up the grounds around building 315.

The board decided to focus on the planting at the start of the walkway and the grass seeding for now. The landscaping committee will come up with a costed plan for the rest of the planned improvements for either later this year or in the next year or two.

315 Address Sign: Joe is working on getting a proposal for a metal sign. Kathy has sourced some numbers that will be installed on the side of building 315. Bob will install them. Kathy will paint the numbers on the entry island so that the paint color matches.

Other Business

Pool Operation: Rich reported that despite some early issues the pool temperature has been steady. There are a few issues with technicians not turning the pump back on again, not recording on the white board when the chemicals have been added, and they need to make sure the garage door gets closed properly.

There has been quite a lot of demand for using the pool and residents haven't all been following the guidelines. It seems that an electronic scheduling system will be needed to keep people on track. Helen will work with the pool committee to develop guidelines for using the calendar.

Gazebo Use: Protocols for reserving the gazebo were distributed to owners and have been working well. Wanda has been distributing a list of who has reserved the gazebo at the beginning of each week.

Moving Protocol: The moving protocol also needs to apply when owners are getting furniture deliveries. We will send out a reminder to owners. Kathy will be the contact person on the board.

Insurance liabilities: Helen will check with the insurance company if we need to have any extra coverage for owners who complete maintenance tasks at Shadow Creek.

Annexation letter: Gary is waiting to hear back from the planning department about the proposed annexation of the property at 302 Arapahoe. The annexation likely means that the property will be developed.

Homeowner Concerns:

Jane asked if residents are being good with wearing masks in the common area. For the most part people are wearing masks although there is less compliance around the pool area.

Next Meeting Date & Location:

The next meeting was set for Tuesday August 18, 2020. The meeting will probably be held over zoom.

The meeting was adjourned at 3:57 pm.