

**Shadow Creek Condo Association  
Board of Directors Meeting  
March 19, 2019**

**MINUTES**

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Board Members Present: Kathy Wegner, Gary Waggoner, John Martin, Joe Zamudio, Sherry Bruff and Greg Pavlich  
Owners Present: Gerard and Carolyn Carroll  
Helen Cartwright represented Creekside Community Association Management.

The meeting was called to order at 2:37 pm. We have a quorum.

Approval of Agenda

Upgrading the Comcast infrastructure and bank account signers were added to the agenda. Kathy moved to approve the agenda with these additions. Gary seconded the motion, which passed unanimously.

Approval of Minutes

John moved to approve the minutes of the February 12, 2019 meeting. Sherry seconded the motion, which passed unanimously.

Approval of Financial Statements

At the end of February 2019 we have \$15,742.18 in the checking account and \$186,342.42 in reserve savings.

Income for the year to date is a little behind budget as some owners pre-paid their dues in 2018.

Expenses are normal for the time of year. Energy and snow removal costs are over budget, but as they are seasonal expenses this is to be expected.

Gary moved to approve the February 2019 financial statements. Kathy seconded the motion, which passed unanimously.

Board Items

*Appointment of Officers:* Gary moved to appoint John Martin as President. Kathy seconded the motion, which passed unanimously. Kathy moved to appoint Gary as Treasurer. John seconded the motion, which passed unanimously. Gary moved to appoint Joe as Vice-President. Sherry seconded the motion, which passed unanimously.

Gary moved that all six board members should have full voting rights, with no alternate position. John seconded the motion, which passed unanimously.

Landscape Committee

*337 Landscaping updates:* Sam reported that the landscape committee has received two bids on the landscaping plan. One is from our current grounds maintenance company, Green Spaces, for around \$17,000. The other is from Garden Art for around \$24,000. A bid is also forthcoming from Native Edge

Landscaping. This project was budgeted for \$15,000. The cost increases include potentially adding a third zone to the irrigation system and the number of plants has increased substantially. The bids also include tree removal costs, which were not originally included.

We also received a comparison bid from Sunshine Irrigation of \$2,300 - \$5,500 (depending on if a third zone is required) for the irrigation only.

The landscaping committee will work to refine the bids received and will come back to the board with a recommended contractor and scope of work. The board will vote on this by email. Once we have final costs the board may have to consider increasing the budget for this project, and we will need to identify which existing reserve account(s) the funds will be transferred from.

The aim is to get a contract approved by the end of the month so that we can be sure to get the exact plants we want and potentially get a discount on the plant cost. Installation would begin in May 2019.

*Other Landscaping Items:* The landscaping committee will discuss installing A/C barriers at a future meeting. We will maintain the planted landscaping at 315 as it is. Once the 337 landscaping is established, we may decide to upgrade at 315 as well.

#### Building Committee

*315 Elevator Modernization:* Thyssen Krupp have come back to us with a proposal with a price increase, from \$63,000 to \$74,000. Since we negotiated a price with them last year, one of their subcontractors has increased their costs, and Thyssen Krupp want to pass on this cost increase to Shadow Creek. Sam has written to Thyssen Krupp on behalf of the board to say that this is unacceptable and that any price increases should be covered by Thyssen Krupp. We are waiting to hear back from our sales representative who is in conversation with the regional manager.

The plan is still to complete the modernization this year.

*315 Lobby Roof:* This repair has been completed.

*Gazebo/Landscape Lighting:* The wiring for the lights may have been damaged when we had some stumps ground after a tree removal. When it is warm enough, Matt from Absolute Electric will be back out to locate the problem and will re-route the wiring if necessary.

*Emergency Lighting:* The emergency lights that were not working in the main common areas have been replaced. Absolute Electric have provided a bid to also replace the emergency lights in the back stairwells. Kathy said Bob has located some batteries for these lights, so we will hold off on replacing the lights for now.

*2019 Siding Repairs:* The building committee will meet with Lonnie Gates to identify any siding repairs that should be done this year.

*Visitor Bike Rack:* The board decided that they prefer a rack with capacity for parking 3 bikes, either a wave design or a U design, depending on which will best

fit the space available adjacent to the transformer. They both cost \$99. There will also be costs for delivery and installation. The board approved spending up to \$250 total for a bike rack.

*315 Smoke Odor Removal:* Cathy's son, Ryan, has confirmed that they will be cleaning up the condo. Helen informed him that any improvements will need to be approved by the Project Review Committee. Kathy, Sam & John will investigate the current state of the condo, and any special requirements will be specified through the Project Review process.

*337 Heating:* The second burner on the boiler has not worked for several years. This is not a problem in itself, as the working burner functions well enough on its own. The problem is that the replacement part is no longer available so when the working burner does go out, there is no way to repair this. We will get a bid from Centennial Plumbing & Heating to replace the boiler. It is original to the building. The leaks in the re-circulating line will be repaired in April.

#### Pool Committee:

Gary moved to approve the Peak One pool contract for 2019, which is the same as the 2018 contract. Kathy seconded the motion, which passed unanimously.

#### Project Review Committee:

The remodel in 315 #203 has been completed.

#### Other Business:

*Building Systems:* We will organize a board field trip before the next board meeting to review the building systems, and collect manuals and handbooks.

*Comcast Infrastructure:* John is in conversation with Comcast to get the Comcast wiring and boxes upgraded.

*Bank Signers:* John Martin and Kathy Wegner will be added as signers on the bank account. Sam Maphis and Bob Wegner will be removed as they are no longer on the board.

#### Homeowner Concerns:

Carolyn asked if it is possible to change an individual unit entry code for the front door. If anyone wants to change their code, they can let Helen know and we will arrange it.

#### Next Meeting Date:

The next meeting will be at 2:30pm on May 7, 2019.

The meeting was adjourned at 4:11 pm.