

# Minutes of the Elk Ridge Homeowners' 2021 Spring Meeting

June 19, 2021, 10:00am - 12:00AM

## Presbyterian Community Church of the Rockies

Present: Board members John Baney, president; Charley Griffin, vice president; Charlie DeJoseph, secretary; Richard Klapper, Treasurer; Joy Bryant, at large; and homeowners from 18 units (see Appendix 1). This gave a total representation of 18 units (out of 41) or approximately 44% of the association. Since this exceeded 33%, the requirements for a quorum were met. With no issues on the agenda requiring voting, there was no requirement for a quorum to be met.

President John Baney called the meeting to order at 10:04am. He thanked everyone for attending and suggested that, since we might have newcomers in attendance, everyone should introduce themselves. Starting on the left side of the room, each attendee introduced themselves, ending with the Board.

John began by discussing the recent changes in board positions. On March 31, 2021, Cheryl Ignatz announced that she would be resigning as HOA bookkeeper. She agreed to be available to train another individual until April 30, 2021. Joy Bryant volunteered to become bookkeeper, with support from Richard Klapper and Charley Griffin. She relinquished her duties as Secretary and became an At Large member of the Board. Richard Klapper had moved to Treasurer when Paul Harball announced they were moving out of Elk Ridge and Charley Griffin had become Vice President. Charlie DeJoseph moved from At Large to Secretary.

John then asked Richard to give the Treasurer's report. Richard announced that we paid off the roof loan in March of 2021, which was about two years early. That means that, approximately, an additional \$3,000 per month will now go into the reserve fund. Richard then discussed the budget, so far this year. The operating budget has not seen much activity so far. Our expenditures out of the operating budget come in two chunks. In February, our insurance is due and this year it came in at about \$800 below our budget. The other large expenditure involves lawn care, and to date, there has been little done in that area. For the reserve budget, we had three items budgeted. The first item was sidewalk replacement. We had obtained a quote from Carl for \$5,500, using his employee, with extensive concrete experience, Chuck. Chuck then left the company, and we were forced to obtain new quotes from other concrete companies. Our first two quotes were for \$23,000 and \$28,000. Carl was able to locate a subcontractor, that does concrete work, and came back with a bid of \$12,188, which we accepted. Unfortunately, this was over twice our budgeted \$5,500 figure. As a result, we will come in at about \$7,000 over budget for the reserve. Richard then stated that other than that, there was not much to report at this time.

John then gave the President's report. He reported that Trail Blazer Broadband had damaged the sidewalk in the vicinity of Jim Wards unit. They agreed to repair the damage, which was minor, but chose to replace the entire section of sidewalk. They are currently waiting on a scheduled concrete delivery. The repair is expected to be completed soon. In addition to the concrete damage, Trailblazer damaged a large number of sprinkler heads and some sprinkler lines. Carl did the repair, and he billed the HOA. We turned the bill over to G.E. (a sub-contractor of Trailblazer) and they paid it. John reminded homeowners that if Trailblazer damages your unit when they are connecting your service, please call Trailblazer and they will repair the damage. If it's something you feel the Board should get involved with, call John and he will work with Trailblazer. John then made some general statements regarding the difficulty of maintaining contractors in Estes Park. With the building boom along the Front Range, there is significant labor turnover. We are very happy with our three primary contractors, Carl, Scott, and Luis and think they do a great job. As a reminder, these contractors are available to hire for personal projects, but please don't direct them when they are performing HOA work. With regard to landscaping, the HOA is currently working on three projects. These are projects which were postponed from last year and they will be completed by the end of this year. He asked people to be patient, since there have been a few problems, but rest assured the project will be done. John then discussed fence replacement. We originally planned this year to replace split rail fencing behind units 51-56 and along the side of 56 and next year replace the fencing along the middle row. We have chosen to delay both of these one year and reevaluate the fencing at that time. John then moved on to fire mitigation efforts. He reported that we have completed 90-95% of the recommendations from the inspectors. We have removed most of the cedars and some of the shrubs, such as junipers, which are close to the buildings. Shrubs which were close to wooden decks have either been removed or trimmed way back from the deck. John then moved on to the Brodie project. This concerns sighting issues at the intersection of Brodie and Wapiti Drive. He reported that we have had a number of meetings with the Town, and they have made some decisions. They will not install a cross walk and will not install a three-way stop sign. They are still studying whether we need more street signs or flashing lights, but to date have made no decisions. They have agreed to install a mirror at the intersection, but we are required to research the size and type of mirror to use. A homeowner asked if the Town has considered making the middle lane a two direction turn lane. John stated that they will not do this. He then reported that the Town did install a stop sign at the top of Wapiti Drive to help reduce potential traffic accidents. A number of homeowners complained about the speed of cars along Wapiti Circle. One asked if the Town would consider putting in speed bumps. John stated that we asked for that and the Town said they couldn't do it because of the snowplows.

John then turned the floor over to Charley Griffin to discuss Town parking ordinances. Charley explained that the Town has a parking ordinance that specifies that there is no on-street parking allowed within the Town limits, unless there are on-street spaces provided. In other words, the Town does not need to put up "no parking" signs, since there is no parking on all streets which have no spaces provided. The good news is

that the Town does not enforce this ordinance. Charley stated that what the HOA is asking is if you're have guests over, such as a party, please do not park on both sides of the street. In addition, if you have someone spending the night, have them park in the driveway and not on the street. Also, we ask you not to park opposite someone's driveway, where they may have difficulty backing out and please park in the direction of traffic flow for that side of the street. Charley then stressed to please not park on our new sidewalks. In addition to these parking ordinances, Charley then added that there is a code against shoveling snow into the street. This is municipal code 12.20.060. John Baney spoke up and related that this past winter, the snowplow driver asked him to mention to homeowners to please not shovel their snow into the street. The driver stated that when you have 40 units, it adds up. John also reiterated the no parking on the sidewalks request. He asked that you especially pass this on to visitors or contractors you have. Charley then raised the issue of lowering the threshold for snow removal from 4 inches to 3 inches. Charley then mentioned that we have to realize that we have many more 3-inch snowfalls than 4-inch and this would be an additional cost and would have to be budgeted for. John spoke up and explained that Carl charges \$500 per snow for driveways, and \$550 per snow for driveways and sidewalks. Carl has honored the rate charged by Fairbanks from years ago. John then explained that the HOA has volunteer homeowners who measure the snow on all rows of the condos and phone the results back to him. He stated that it is amazing at how many times we have snows which are 3 to 3½ inches. A homeowner asked if Carl would charge the same if he only did some of the driveways. John answered "yes" and went on to explain that we tried not shoveling driveways of the seasonal homeowners. Unfortunately, this leaves some driveways snow covered and is a clear indicator that the unit is vacant, which might make these units more susceptible to burglaries. A homeowner then moved that we maintain the snow removal threshold at 4 inches. The motion was seconded. There was a brief discussion regarding the snowplow throwing slush up on the driveways, which makes clearing the driveways more difficult. Following this, John reminded everyone that there was a motion on the floor. A second homeowner reminded John that this was not an official meeting, it hasn't been noticed and what you're really looking for is a consensus, which we can do without the formality of a vote. Charlie DeJoseph asked John if he had received an estimate from Carl of the cost for a 3-inch threshold vs. a 4-inch threshold. Richard Klapper spoke up and said the cost of a 3-inch threshold was about double the cost of a 4-inch threshold. John then called for a show of hands of those who would like to leave it at 4 inches. It was unanimous for leaving the snow removal threshold at 4 inches.

John then called for the secretary's report. Charlie DeJoseph explained that we need to get two documents up to date: 1) the Homeowners Directory and 2) the Emergency Contact and Key List. He mentioned that Joy Bryant had gone around with the Directory and had already gathered updated information. If she missed anyone, they should see Charlie today. He explained that the update process had been somewhat willy-nilly over the years, and we would like to really get this updated, especially with respect to email addresses. Charlie then moved on the Emergency Contact List. He explained that we need to have access to units, especially of seasonal residents,

so that we can correct any emergency situations, such as a burst water pipe gas leak, as quickly as possible. Charlie then mentioned that an optional idea would be to leave a mailbox key with a full-time neighbor, in case someone suspected that their mail might have been left in your box while you were away. A homeowner asked if we could arrange the Directory listing in alphabetical order by owner, to make it easier to find someone and to find their unit number. She then raised a second point. She stated, "My second objection is a privacy issue. I have released, Bob has released, our information to the HOA. We have not released the person who checks our unit, and yet that information was made public. I think that when you get that list to whoever is watching the unit, that does not get published. I don't care what Board member is responsible for it, but you don't print it and send it to all the owners. So, one is a suggestion, the other, I'm upset. I take offense to that sheet coming out." Charlie raised the point that this was not sent out to the public, but only to the other homeowners. The homeowner then stated that if there is a problem with their unit, the Board should contact her, and she would contact the person who watches their unit. She went on to state that we needed to be "really careful" about how we display information, especially about those who have not given their permission to have our information displayed. John spoke and said, "so noted." A homeowner reminded John that there is a list of things you should do to your unit while your away, and that we might want to publish that again. John stated that it is on the website. John then explained to the first homeowner that he could easily convert the Directory to alphabetical and would do so for her. Another homeowner complained about the small print in the new format, and he was told he could expand it. He jokingly stated that YOU can expand it, but not me. John asked Charlie if he was finished and Charlie answered in the affirmative.

John then called for the Bookkeeper Report. Joy Bryant Bookkeeper/Member at Large began by thanking everyone for paying their dues. Most pay their dues and sewer fees on time or early. She stated that for June, she had about 99% of dues early or by June 1<sup>st</sup>. Joy then reminded people if their dues are received after the 15<sup>th</sup> of the month, there is a \$50 late fee is due. If the dues and the late fee are not paid by the next month, there is an additional \$100 fee due. If these fees and dues are not paid by the next month, it's an additional \$150 fee. She summarized that there are significant late fees, and the HOA does not like to charge late fees. A homeowner suggested that if the dues are paid annually, it would be nice to get a couple of extra weeks to get those in before they are late. Another homeowner agreed with that idea. Richard Klapper spoke up and said the Board would look into that. It sounded like a good idea to him. Joy stated that this would be considered by the Board and thanked the homeowner for the idea. Another homeowner asked if this would be a requirement (pay annually) and Joy responded "no." Joy stated that it is very helpful to the HOA to get an annual payment of dues, so it would certainly be no problem to set the late fee date back a couple of weeks. Joy then moved on to sewer fee payments. She held a large spread sheet and stated that she would not show this up close, so people could not see names. She held up the spread sheet which is used to track the sewer fee payments over the HOA. She then proceeded to call out some of the payments. These payments varied by amount, by date received, some were credits from a

previous year, making up differences from other years, etc. Joy stated that she and Richard spent two hours going through the spread sheet before they got it reconciled. She felt this system of random amounts paid at random times was just “crazy” and required an enormous amount of work. She called it a “bookkeeping nightmare.” Joy stated that she and Richard were recommending that everyone just pay sewer fees annually in one payment. Furthermore, the payment would not be made until Upper Thompson sends us the amounts for each unit. As things are done now, many people make a sewer payment in December or early January, before the correct amount is known. This leads to more complications. A homeowner asked when the payment is due. Joy stated that we usually get the bill from Upper Thompson around the middle of January. Joy went on to state that they were suggesting that we would get you the amount by February 1<sup>st</sup>, and it would be due by March 1<sup>st</sup>. You would not be charged a late fee until March 15<sup>th</sup>. John asked how many people currently pay their sewer fees in one payment. Joy answered just under 65% pay annually. A homeowner asked if that bill could be sent to their bank for automatic payment. Charley Griffin answered that could not be done for a one-time payment. Joy stated that you could set it up each year, but it would not be automatic. A homeowner suggested we do a show of hands to get a consensus. A homeowner asked if we were billed annually or semi-annually. Richard answered that we receive one bill in January which shows the total amount and then we are billed quarterly. A homeowner asked if that bill was for pass use or future use. Richard answered “future.” John then called for a show of hands as to who would support this. A quick look showed it to be unanimous (or near unanimous). John stated it was “a majority.” He went on to state that we would finalize this at the Annual Meeting. Joy then announced that there would probably be an increase in dues, but the amount of the increase wouldn’t be known until the budget is finalized, which would be in November or December. We will get that number to the homeowners as soon as possible. A homeowner asked if they still had to use Bank of Colorado to pay their dues. Richard answered that we still use Bank of Colorado for our accounts, but this has no bearing on which bank the homeowner chooses. A homeowner asked for us to reconcile whatever dues increase we decide upon with the \$32,000 net income we showed in 2020. He went on the stated that we showed a net income in 2019 as well. Joy answered that we would look at that as a Board. Joy then stated some of the reason for a dues increase including increase cost of insurance and cost of maintenance. The homeowner who had asked the question, restated that he was not arguing about whether we needed a dues increase. A second homeowner stated, “that’s not the point.” Joy stated that she was just trying to give some of the rational behind the dues increase, and then reiterated that the Board would look into the net income issue. Richard stated that the vote on the dues increase would take place at the Winter Meeting, which takes place at the end of December or early January. Joy then brought up the date for the Annual Meeting. She explained that this meeting usually takes place in August, but due to the ramifications of COVID-19, we are going to push back the meeting until September 18, 2021. We chose that date to avoid some of the early September Estes Park events, such as the Scotch-Irish Festival, but keep it early enough so that most homeowners are still in the area. A homeowner asked if we would consider giving an incentive for paying the dues annually, like a 7% reduction. Charley Griffin spoke up and stated that when he

lived at Mountain Fairways they would give a 2% reduction for annual payments, the thinking being that the HOA could get that back as interest. Joy stated that no one gets 2% these days. John stated that the Board would consider that suggestion.

John then moved on to Old Business. He began by discussing maintenance items on some of the older units. These items include trim board and some paint touch-up. This maintenance is coming. Funds are available and once we get a better handle on the budget, these repairs will begin. Most likely, this will be in the fall.

John then began discussing New Business. He first mentioned the upcoming Annual Meeting on September 18, 2021, and then introduced Ginny Bath to discuss the upcoming Community Garage Sale. Ginny began by stating that the garage sale was originally thought of as a every two-year event. The first sale was in 2018. Unfortunately, the fires and COVID-19 caused the event to be cancelled in 2020. This year's sale is tentatively scheduled for Friday, August 13<sup>th</sup> and Saturday, August 14<sup>th</sup>. A committee was formed for the first sale, and after that sale, the committee got together and discussed what things to do differently. First, it was decided to extend the sale from one day to two days. Second change was to push the start time back from 8:00am to 9:00am. Ginny mentioned how much fun the first sale was and that it brought about a nice community feeling. Ginny then explained how the first sale worked, with some units "hosting" while other units could participate by carrying items to one of the host units. A homeowner stated that she had seen a proposed date in June and wondered what had happened. Ginny explained that the first sale was in June and there was some early discussion to keep the 2021 sale in June, but this was later changed to August. The committee felt that some of the seasonal homeowners were not here in June, but by August, everyone was back. John spoke up and mentioned that this is the second weekend in August, which traditionally is the date for our Annual Meeting, which might help people associate the sale with that weekend. A homeowner commented that at the first sale many shoppers did not realize that the golf course units were part of the sale. Ginny stated that she had noted that and planned to have more signs clearly indicating that the golf course units were part of the sale. John spoke up and stated that the HOA will pay for ads in the newspaper, and we have banners for the entrance. We just need volunteers to help put up signs and banners. John also mentioned helium balloons. A homeowner asked for a show of hands to see how many people wanted a two-day sale versus a one-day sale. Ginny explained that the committee had chosen to specifically address this issue and had soundly come down on the side of a two-day sale. Ginny went on to remind homeowners that they do not have to do a two-day sale. You can opt in for only one day. Ginny then stated that they need a new committee. She asked for anyone who wanted to help to look her up in the directory and contact her. A homeowner raised her hand and said she would like to help. Ginny thanked her.

Continuing New Business, John brought up the upcoming election. Richard stated that Bob Dickeson was chairing the election committee with members Laura Mulder and Jeff Blevins. Bob took the floor and stated that we are currently in the middle of an election process. He said that we have two openings in the Executive Board, and a

memo had gone out asking for interested candidates to send their résumés. The deadline for submittal of résumés is June 23<sup>rd</sup>. Names will be placed on the ballot and those ballots will be mailed to homeowners. Bob went on to explain that we have a strict set of procedures for running the election, most of which are based on state law. Bob said that as a result of the Annual Meeting being in September, the results of the election could be either sent out in August or announced at the meeting. The Board should think about how they want it done. John and Richard thank Bob and the committee for all their work. John then began a sentence with “while we have you here Bob” and Bob interjected “let’s talk about Wine and Cheese.” Bob announced the big news is that Wine and Cheese is back. Bob discussed that they need people for the committee, and they need homeowners to sign up to host a W&C event. In addition to Bob and Laura Mulder, Karen Wirrig has joined the committee and will take care of the sending out the announcements of upcoming events. Bob said this is a fun event on the 4<sup>th</sup> Friday of every month from 5:00-7:00pm. Bob said that so far there are three people signed up to host, and those three just happen to be the committee members. Bob said he would pass around the sign-up sheet, and we could begin to have a good year of social events. To conclude, Bob humorously reminded everyone that this is not an official HOA event due to scary liability issues.

John then asked if there was other New Business. A homeowner, who lives next to the golf course, mentioned that she was not aware that golfers were not supposed to climb over the fence to retrieve errant golf balls, until she talked to John one day. She then stated that she looked at the posted signs and they are bleached out. John stated that we need to get new signs and will do so. A homeowner stated that she thought the overall appearance of the neighborhood was beautiful, but the area around the shed had been neglected. Beautiful boulders had been removed and weeds were growing. She hoped you would pay some attention to this area. John took the floor and addressed the area near the shed. He asked if the homeowner had looked at the area today. She answered that she looked at it yesterday. John stated that the “weeds” were actually tall grass and that has now been cut. The homeowner then asked if the bushes had been trimmed. John answered the bushes are not the priority, but they do get trimmed. He explained that the area near the shed is filled with construction material, rock, topsoil, and equipment parked there. The homeowner then said, “I understand that I’m talking...” and John interjected “you’re talking the island.” The homeowner answered, “The island sir.” John answered that the island does get addressed and gave the example of recently removing several dead bushes and spraying and trimming trees. The homeowner then said, “I’ll look again. On Thursday I was surprised John at, for those of us who live in that area, how disreputable it looked, compared to the other landscaping that’s being accomplished.” A homeowner took the floor and said he had a suggestion for those along the golf course. He said he was play golf one day and hit his ball over a fence. He could have climbed the fence but noticed that the homeowner had a bucket of balls right there. There was a sign that said “We’re so sorry you hit a ball into our yard. Please don’t climb over but help yourself to one of these balls.” Richard Klapper said he thought that was a great idea. John said that if anyone along the golf course wanted to do that, go right ahead. John then said his biggest fear is that someone

would simply clean out the bucket of all the balls. There followed a brief discussion regarding the difficulty of repairing the fence and the best way to keep golfers from climbing on the fence. John then asked if there was anything else. A homeowner took the floor and said how nice it was to live in Elk Ridge, which was such a nice area and a responsive Board. This was followed by applause by the homeowners. Another homeowner thanked John for all of the individual help he gives and how much it was appreciated. This was followed by applause. John asked again if there was anything else and then declared the meeting had lasted less than two hours.

A motion was made to adjourn the meeting, it was seconded, and the meeting was adjourned at 11:45am.

Respectfully submitted,  
Charlie DeJoseph  
Secretary, Elk Ridge Homeowners' Association

## Appendix 1: 2021 Spring Meeting List of Attendees

### Present

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Baney, John & Bev	Klapper, Richard & Linda
Bath, Ginny	Muldar, Laura
Berger, Vicky	Ramacher, Kim
Bryant, Joy	Reeb, Don & Irene
Butler, Bob & Diane	Rische, Marian & Henry
Coleman, Walt & Lisa	Sweet, Bill
DeJoseph, Charlie & Sandi	Ward, Jim
Dickeson, Robert & Ludi	Wright, Charlie
Griffin, Charley & Linda	Wirrig, Steve & Karen