

MINUTES OF THE REDCLIFF CONDOMINIUMS H.O.A.  
BOARD OF MANAGERS MEETING  
November 26, 2007

The regular meeting of the Board of Managers of Red Cliff Condominiums H.O.A. was held Monday, November 26, 2007, at Lloyd and Marlene Manown's residence. Present were:

Jean McCorkle	Pat Davies
Lloyd Manown	Janice Barker
Ruth Edmonds	Josh Goodman
Mike Schneiter	Al Scholz

Also present was Secretary Larry Mincer.

President Jean McCorkle called the meeting to order at 7:08 P.M.

**MINUTES.** Jean asked for approval of the minutes of the October 22, 2007 Board meeting. Lloyd moved the minutes be approved. Pat seconded the motion which passed unanimously.

**FALL CLEANUP.** The Board noted that some work had been done to clean up the yard. The Board suggested that we have Ed Ptacek rake under the pine trees and remove all of the needles. Larry will have Larry Metzger look into additional cleaning under the stairwells.

Jean reported that Mountain Pest did spray the spiders.

Larry will have Larry Metzger remove the cables from the side of the 1300A building.

**TREASURER'S REPORT.** The Board reviewed the Treasurer's report dated November 16, 2007. Larry said that the assessments for next year would have to be levied at this meeting.

**FINES AND WARNINGS.** Jean said that Ray Alexander continued to leave things on the lawn and in the carport. Two plates and a pipe were left on the grass and have now been moved into Rudy Fowler's carport, along with other stuff. Pumpkin lights were left on the stairs. Jean recommended that we fine him again and give him a couple of days to clean Rudy's garage.

Al reported that Susan Sims and her daughter continue to allow the dog to relieve himself on the deck above Jeannie Metz' unit. They have been asked several times about this. Jean will call the health department if it happens again.

**PARKING.** Al said that some of the residents in 3800A and 3800B were not parking close enough to adjacent vehicles and taking two spaces. He suggested putting a note on the mailbox and including the matter in the next newsletter.

**INSURANCE.** Larry said that Pinnacol Assurance, our worker's compensation carrier, requires us to designate two health care providers. The Board designated Glenwood Medical Associates and Mountain Family Health.

**POOL AND HOT TUB.** The Board told Larry to have Dennis get a small floating cover for the hot tub, rather than a new hard cover.

The restrooms in the pool area have been recently vandalized. At that time, the camera was being repaired so no tape is available. The Board recommended calling the police in case there are other incidents of vandalism in the area which might be tied to this one.

**SCHNEITER IMPROVEMENT REQUEST.** Mike said he and Joy wanted to change the flooring in the entryway and about five to six feet into the living area to the existing beam from carpeting to hardwood. This will make it much easier to keep the area clean. He had talked to a flooring company who recommended a new type of padding which was supposed to keep the noise down. Ruth said that she had found that the padding works better than expected and may eliminate the potential noise problem. Mike will talk to other flooring companies to get opinions on other possible materials.

Ruth suggested that the Board provide the owners with information concerning new products which could be used in each unit.

**BUDGET FOR 2008.** Prior to the meeting, Larry distributed the financial reports covering the current year through September 30<sup>th</sup>. He also provided a draft of a proposed budget for 2008 showing actual expenses for 2005 and 2006 and his estimate of the total expenses for 2007.

For the general operating fund, Larry estimated that expenses for accounting, natural gas and pool maintenance would increase about ten percent. The trash company is allowed to increase the cost by five percent and we should see about the same increase in lawn expenses. There could also be additional maintenance expenses for sprinklers and snow removal.

The proposed repair fund budget includes the additional assessment for parking lot repairs. Because the parking lots were done last summer, the cost will probably increase. The Board will need to discuss other projects including tree removal and sprinkler improvements.

Janice said the Board needed to budget a reserve to cover the major repairs in the future. She recommended a twenty to thirty year plan, budgeting the necessary repairs and creating a reserve to provide sufficient funds to cover the repairs as they became necessary. Ruth agreed, stating that this was the plan used by some of the other homeowners' associations that she has dealt with. Larry said that new developers and homeowners' associations now begin levying reserve assessments when the association is first created. In our case, this had not been done and the Board therefore relied on special assessments to make major repairs when necessary.

Lloyd said he disagreed and would prefer that special assessments be made when necessary. Several years ago, the Board prepared a schedule estimating when future repairs would be necessary, so the Board has the ability to plan for these.

Janice also said that the Board should consider professional management. Larry said the Board had looked into this a couple of years ago and decided not to do it at that time. The Board agreed that this was something that could be looked into again.

Larry said that the fees for his secretarial services had not been increased in the last two years. Because of the recent legislative changes and other requirements, the time involved has increased. He also pointed out that in the last couple of years the hourly rates for pool maintenance, lawn services, accounting and general maintenance have increased between ten and twenty percent. After discussion, Al moved that the monthly fee for secretarial services be increased by fifteen percent. The motion was duly seconded and passed unanimously.

Jean then called for the adoption of the budget for 2008. She recommended that the assessments be increased ten percent to cover all the estimated general fund expenses and provide a reserve of approximately \$3,500.00. The rest of the increase will go to the major repair fund reserve. After further discussion, the motion was duly seconded and passed unanimously. Larry will revise the budget to reflect these changes and provide copies to the Board members.

The Board agreed that it will probably not be necessary to meet in December.

There being no further business, the meeting was adjourned at approximately 9:15 P.M.

Respectfully submitted,

*Larry Klein, Secretary*

TREASURER'S REPORT  
REDCLIFF CONDO-H.O.A.  
November 26, 2007

All October bills have been paid.

The Association balances are as follows:

Alpine Checking Account	\$ 3,709.42
Alpine Money Market Account	<u>25,117.10</u>
TOTAL	\$ 28,826.52

Accounts Receivable

Balance due October 1, 2007	\$ 27,171.99
Prepaid parking lot assessments	2,566.00
Received in October and November to date	<u>(21,478.55)</u>
Balance	\$ 8,259.44

Past due accounts:

Jay Abrahamovich	\$ 160.00
Connie Cooper	\$ 160.00
Dan Moriarty	\$ 160.00

Travelers is renewing the insurance for next year. Fire coverage was increased from \$1,380,000 to \$1,411,170 per building. There was no increase in the premium.