

Cima Vista Condominiums Homeowners Assoc. Inc.

BOARD OF DIRECTORS MEETING AGEND/MINUTES Monday, February 14, 2022, 10:00 AM MST Teleconference

Board Member Attendance:

- Joanna Harmon - P - Present (Phone)
- Kendall Crouch - S - Present (Phone)
- Gary Holcomb - T - Present (Phone)
- Brian OBara - Present (Phone)
- Janice Frazier - Present (Phone)

Others Present:

Darren Burns - Z&R
William Jeffery
Michelle Stitt
Jason - Z&R

A. Call to Order: 10:31 A.M. MST

1. Open Forum

- William Jeffery - 3 items to discuss
 - Gates
 - Gate are always open or being fixed
 - Motorcycle stolen
 - What is the status on the gates
 - Darren - Gate are on the agenda today
 - The old gate control system needs to be replaced
 - The board will discuss this today
 - Security Cameras
 - Motorcycle was stolen
 - Nothing visible on the cameras
 - Neighbor's cameras picked up the video of the theft
 - COA cameras are not effective
 - Darren - Went through videos for a 10 hour period researching the theft
 - William - Would it be possible for a homeowner to review footage from the COA cameras?
 - Darren - The COA can't release the passwords for the system
 - Board has approved a \$100/hour fee for Z&R to review footage and William was not billed for researching the theft
 - William - Talked to other neighbors and they are setting up their own security cameras because the COA security system isn't adequate
 - Darren - The COA camera system is not a security system
 - It's only to assist when problems arise
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- Towing
 - Feels that the towing company is trolling in attempt to make the most money
 - Would like towing company to accommodate owners

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- Previous Sunday at 2:00 AM, neighbor knocked on William's door stating that someone was attempting to break into his vehicle.
- William went outside and it was a tow company employee attempting to jimmy a door open
- Was attempting to tow a friends vehicle that was slightly on the rocks
- Friend parked to the side (and on the rocks) to not block William's egress from the garage.
- Towing refused to drop the vehicle without being paid \$80
- Can there be slight variances (inches over the limit)
- Darren
 - Did William gets to speak with Jonathan Collins from the tow company?
- William
 - Yes, he did.
- Darren
 - It's difficult to cover everything
 - Entering of vehicles may not be allowed
- William - Did get in a heated conversation, but not deserving of the can of mace
 - Can there be a reasonable accommodation for owners to get their cars dropped without fee
- Joanna - Thank you for attending and for bringing this to our attention
- Janice - Thank you for attending
 - Darren, you said there is no clear delineation of what is a violation and what isn't
 - We should be informing the community what the rules are
 - And the owners should have a clear definition of the violations are
 - i.e. parking in the rocks, vehicle tire on the pavement, use of the camera system
 - This is what creates the confusion
 - A newsletter would help communicate to everyone
 - The bulletin boards contain outdated information
- Darren - Was not speaking to nor claiming that there is a gray area, but was speaking to William's comments about slight variants (slightly on the rocks)
 - The rules are very clear
 - The first 3 weeks with Collins Towing vehicles were simply tagged with explanation of the violation in an attempt to prevent towing
 - Should send out refreshed newsletter to the community
- William - There are a lot of people egregiously ignoring the rules
 - But small infractions should have accommodations
 - Example: Towing should be allowed to drop the vehicle free of charge if the owner is present
- Darren - The towing companies are regulated for fees by the state (Public Utilities Commission)
 - If the COA puts in exceptions, people will take advantage of them
 - Exceptions can and will lead to discrimination charges
- William - Can William present a photo to the COA and have them tell if it's a violation on another situation?
 - And, are there other forms of communications other than email?
- Darren - Yes. Send the photos. Z&R will tell you if it's a violation

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- Emails are documentation, where phone calls are not.

2. Review Minutes

3. Approval of August 2021 minutes
4. Approve wording of the Annual minutes which will be approved next annual meeting
 - Joanna motions to approve - Brian seconds - All in Favor - Motion passes

B. Financials

1. Darren discusses January 2022 Financials - not reconciled

- Just over \$20,000 in cash
- \$350,000 in reserve
- \$400,000 in total assets
- 3 of the CDs have actually closed and are rolled into the cash - \$128,000
 - Some will appear in the interest for the financials
 - Once reconciled, they books will show the proper amounts
- Joanna - Did Gary get questions answered regarding invoices
- Darren - Yes. Is that correct Gary
- Gary - All but one invoice where Ren was going to identify the unit where handyman went to attempting to see why a light wasn't working
- Darren has the information and will forward it to Gary
- Month to date is doing well
- In February all of the water bills should be paid off
- No reserve contributions for the month of January which can be caught up
- When the reserves are moved, the COA will be within \$400 of budget for the month

2. Darren discusses cash flow

- A proposal for The Scoop is not on file
 - Jason is reaching out to them

C. Ongoing Business

- Covenant Violations
 - Nothing in the CINC system currently
 - Having issues with templates in the system
 - Violations and letters are being sent out and persons notified from the old system
 - Showing a sample in the packet that was sent out
- Work order report
 - Ren needs to close-out the work orders
- Outstanding water bill/CSU meeting with Joanna
 - Joanna - Good news/Bad news
 - Olsen had fixed the issue even though CSU said it wasn't fixed
 - CSU and Olsen were on sight last week for about 3 hours
 - Cap was pulled on the pit and pipes, meters were reviewed

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- CSU realizes that this is a long term issue with the current system
- CSU admits that it was their fault for originally approving the current set up
- Not cost effective to replace the current system
- CSU did not like that the CLA values were rebuilt and not replaced
- Olsen's explained to CSU that the values rebuilt and tested and that they work
- At the end of the 3 hour meeting CSU conceded that the values are working correctly
- The COA is finally being billed correctly
- The values work based on pressure
 - 4 inch line for general use to units - 75 - 80 pounds of pressure
 - 8 inch line for fire department - hydrants
 - CSU believes that when the sprinklers are used in Cima Vista (summer), the pressure changes and then water flows through the 8 inch pipe which is not metered
 - CSU then estimates the water usage for the 8 inch pipe
- CSU would like Cima Vista to be on a maintenance schedule
 - Valves will need to have maintenance yearly
 - Valves need to be replaced every 5 years
 - Around \$60,000 to replace the valves
- Olsen is trying to get out and view one unit
 - They would like to see the COA put individual metering on each unit
 - Very expensive
- Joanna would like to have the community move to conservation
- Darren - this might be a good addition to the newsletter so units are updated
- Gary - Several years ago the COA had an estimate to install meters on all units
 - Due to us being a COA, a third party would have to do the install and not the city
 - The cost was very high
 - Darren - Companies dedicated to installing the meters, reading the meters, and then report to the association so that it can be back-billed to the owners
- Darren - Question to Joanna: In the situation that you talked about, who was actually doing the metering? CSU?
 - Joanna - Yes, CSU.
 - What was the costs of the install of meters?
 - Joanna - CSU would not give an estimate without planning everything.

D. New Business

- New Landscaping bids
 - Darren - 2 good companies that offered bids - Similar terms in both bids
 - Bear Claw - \$35K
 - Smaller company with a higher bid
 - Weisberg - \$24.9K
 - Bigger company with a much smaller bid
 - Joanna - It's nice that the Weisberg contract states that they will go month-to-month if the contract runs out
 - Contracts will be from 4/1 to 3/31
 - Darren recommends Weisberg
 - We can set up temporary snow removal to get us through until the new contract begins

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- Joanna - What is the current amount of snow fall required before DeCarlo's clears the sidewalks
 - There has been some duplication of work between owners and DeCarlo's
 - Darren - 3 inches on the road and 1 inch on the sidewalks

- Joanna - Motion made to contract with Weisberg, starting on 4/1
 - Perform work order jobs with them until the contract begins
 - Continue with DeCarlo's Painting for snow removal until contract begins
 - 3 inches on streets and 1 inch on sidewalks
 - Public walks (mailboxes) will be cleared no matter how much, or little, snow
 - Motion passes

- Joanna - Question on winter watering of the grass areas
 - How does this process work
 - Darren - Doesn't feel the the benefits are great enough
 - Joanna - Maybe if a couple of areas die off they could be replaced with rock - conservation

- New Gate Entry Pads
 - Current pits have filled with water
 - Equipment deteriorated
 - Around \$100/month for a commercial phone line
 - Gate entry system is old
 - Door King is the system that we currently have

- The new Watchman pad work work with the current gate hardware
 - The new system will use cellular apps to access the gate
 - Uses AT&T or Verizon sim card
 - No CenturyLink or phone lines
 - Around \$50/month for the base plus small amount per unit
 - Averages to approximately the same cost as the current phone service
 - More secure
 - Video calls using the built in camera
 - Guest entry via pin code
 - Entry Pad will take a photo of everyone who enters a code
 - Realtime updates for owner codes and gate control for Z&R
- New Door King system made mostly for single home use
- New LiftMaster System information will be sent to board members

- Darren will get pricing information to the board in 7-10 days
 - Getting pricing from Mountain Fox and Taylor

- Joanna - Since these are plastic or glass, what would replacement costs be if damaged?
 - Darren - Similar to cell phone technology. Very hard to damage
 - Replacement installed is around \$6,000
 - Repair costs unknown

- Joanna - Is there any type of sun protection to keep the unit from overheating and shutting down?
 - Darren - Will check and see if there are any attachments

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- Discussion tabled until pricing information is available
 - Darren will get us comparable unit information from up to 3 contractors
- Future Agenda Items
 - Next meeting set for 4/11
 - Does that work for everyone?
 - Joanna - Need to come to agreement for adding flags and signage to covenant
 - Is there information from other groups that we could borrow from?
 - Darren
 - Signage
 - 24x36 inches
 - One/unit
 - Flags
 - 6-8 foot free-standing flag pole on a porch or balcony
 - 3x5 foot flag
 - Garage door trim or balcony using a 45 degree mount
 - Will send out a draft
 - Joanna - Dog registrations - Current status
 - Jason
 - Has been entering information as it come in
 - 3 so far this year
 - Darren - Jason get current registrations and last year's registrations
 - Will do a compare and send out reminders
 - Joanna - For communications, can information be put on the web site
 - Darren - Will try to check on information going to the web site
 - Joanna - Garage lights
 - Last known status was that Jason was going to contact Laura to discuss garage lights
 - The Handyman said that they are on switches, which some are not.
 - Darren - That was The Hired Hand discussing a few units
 - Darren - Gary do you recall if the COA was replacing the fixtures for photo cell lights?
 - Gary - Some units have switches for those lights
 - Some have photo cells
 - Darren - The Hired Hand does do night time checks to see where lights are not working
 - Gary - Does Laura remember what happened in the past?
 - Kendall - The bulbs had photo cells in them. They were one unit.
 - The entire light units were not replaced in the past
 - Laura - Correct. Laura's managed properties had light switches turned on and disabled so the lights couldn't be shut off. But, some tenants were able to shut the lights off anyway.
 - Gary - Several units have had the bulbs stolen and then the tenants have replaced the bulbs themselves
 - Joanna - Leave the bulb replacement up to the owners

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- Add updates in the newsletters to remind everyone about keeping the area lit
- Janice - In a prior meeting it was brought up to make a dog-free grass area for people to use
 - Darren - What is the board's direction on this
 - Short fence would work well
 - Use the northeast area
 - Send out a group to determine the area
 - Then Darren can get pricing
 - Gary - Maybe remove grass and replace with sand
 - Brian - Gravel would work better. Sand becomes a giant litter box.
 - Joanna - If pricing is an issue, maybe put some fence up against a building
 - Darren - Buildings as partial barriers could upset residents in the units
 - Brian - Buffer would be better
 - Darren - Board mark area and he will get fencing company out to give a quote along with Weisburg to quote sprinkler adjustments
- Gary - Downspout replacement status.
 - Darren - All Year is the company that repaired/replaced

E. Adjourned 12:02 P.M. MST

- Joanna makes a motion to adjourn
- Brian seconds the motion
- Unanimously passed

F. Executive Meeting

- Adjourned 12:13 P.M. MST