

**SHADOWROCK TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING**

Tuesday, August 8th, 2023, at 5:30 PM MT

RECORD OF PROCEEDINGS

Board Members Present: Susan George – President
Linda Addison – Secretary/Treasurer
Rachel Wymer – Vice President
Gerald Reisman – Director
Tom Banner – Director

Owners Present: Bob Friedman
Carter Rowley
David Lester
John La Salle
Ona Marshall
Susie Willis

Others Present: Rob Leisure – The Romero Group
Alexander Yeiser – The Romero Group
Jerome Simecek – The Romero Group

1. Call to Order – Establish Quorum

A Quorum was present at the Meeting was called to order by Ms. George at 5:33 PM MT.

2. Approval of Board Meeting Minutes from July 11th, 2023

Ms. George made a motion to Approve the Minutes from July. The Motion was seconded by X. The Motion passed unanimously.

3. Fire Mitigation Tree Replacement Discussion

a. 134 Juniper Trail Lilac re-location

Mr. Leisure presented that tree replacement from fire mitigation has been completed throughout the neighborhood. While staff was there, however, several homeowners asked the grounds crew to complete additional work. The owner of 134 Juniper approached Mr. Leisure regarding moving a lilac tree. Mr. Leisure advised against it, especially given the

time in the year. The homeowner, however, requested that the ground crew complete the work of moving the tree, and they proceeded to do so. This work was not authorized. At this time, no invoices have come through. When an invoice is received, this will be charged back to the homeowner.

Ms. George has requested a letter be drafted and approved by the Board to be sent to homeowners regarding the communication to vendors and contractors on site, and that any work a homeowner is requesting must be brought to the Property Manager's attention or the Board itself. Mr. Leisure included the drafted letter in the Meeting Packet.

Ms. Addison volunteered to take action on this and produce a letter for the homeowners. The letter will include reminders for homeowners regarding the steps to take for landscaping, service or architectural requests, in addition to communication practices.

General discussion followed, as Mr. Reisman presented concern that cars were driving at high speeds past the neighborhood, creating excessive noise. Options to add speed bumps or increased stop signs were discussed in an effort to slow down traffic. Ms. Willis was asked to begin the process of adding speed bumps to Shadowrock Rd.

4. Property Signage
 - a. No Parking Fire Lanes Signage
 - b. Water Tower – No Trespassing Signage
 - c. Video Surveillance Signage
 - d. Fake Cameras

Mr. Leisure presented six options for new, increased signage throughout the neighborhood, after reviewing the old signage that is currently out throughout the development. Discussion ensued. Ms. George reiterated that whatever is selected should be cohesive with current offerings.

Security cameras were also evaluated. This was quickly dismissed.

The Board voted and will be ordering additional 5 “Fire Lane No Parking Tow Away Zone” signage, as well as 2 “Private Property” signage. Following this discussion, the issue of payment was brought up, as was the question of fines being collected over the last year.

At this time, no fines have been enforced or collected by the HOA. This is because there was not adequate signage. This was followed by discussion as to why fines have not been imposed or collected, outlining the process necessary to impose a fine. The Board discussed alternative options to policy enforcement, particularly surrounding parking violations.

The Board has had historic success with parking enforcement via stickers on cars. Boots were offered as an alternative but was not met with positive response as no one wanted to chair a committee to enforce with this method.

5. Meeting Minutes Draft Timeline Request

Mr. Leisure shared with the Board that The Romero Group was now using Otter.ai to assist in the process of producing Minutes. He explained that Otter.ai would transcribe the recorded Meeting, making it possible to distill down the important, actionable items from the transcription, thereby producing Minutes quicker.

Ms. Addison expressed the importance of getting the Minutes out in a timely manner, as she would have liked to review them for the Meeting that was missed due to scheduling and travel changes. Ms. George confirmed that earlier availability of Minutes would be beneficial to the Board.

6. Managers' Report

- a. 140 Juniper Trail and 201 Overlook Ridge Roof Repair Estimates
- b. Landscaping Requests

Mr. Leisure began with presenting estimates for roof assessments, having had contractors evaluate 140 Juniper and 201 Overlook Ridge. The assessment stated that nothing is currently and there are no active roof leaks. There is some concern, however, as some roof caps need to be replaced.

Ms. George requested that an attorney review the contract provided in conjunction with the Umbrella Roofing estimate, as it was quite lengthy.

Mr. Simecek introduced Mr. Yeiser to the Board and homeowners in attendance, as well as formally announcing the departure of Mr. Leisure, effective Thursday, August 10th. Mr. Simecek then outlined the transition plan of responsibilities and communications from Mr. Leisure to Mr. Yeiser, reiterating that the rest of the team remains consistent.

Mr. Simecek shared with the Board that American Family Insurance is now dropping out of the multifamily market, and that The Romero Group was pursuing other insurance options on behalf of the HOA. It was reiterated that current insurance expires on August 15th, pressing the importance of binding coverage ahead of the 15th. Mr. Simecek stated that Mr. Wells with American Family was unable to continue to cover the HOA, and that The Romero Group

recommends pursuing coverage through Mountain West, a local agency used by other multifamily properties within the Roaring Fork Valley.

Discussion of coverage, as well as the increase in premiums and deductibles, followed. The coverage provided by Mountain West is guaranteed replacement coverage. The total cost for the new insurance was announced at approximately \$68,000.

This prompted extended discussion regarding coverage and costs, as well as questions over the timeline and communication to the Board. It should be noted that the insured area is considered high risk. Additionally, the total number of buildings increases the difficulty for acquiring insurance further.

The Board requested that the proposal and associated documentation be shared with all Members of the Board following the meeting. Mr. Simecek sent all supporting documents.

7. Scheduling of Next meeting

The next Association meeting will take place on the 2nd Tuesday of September at 5:30 PM MT. Dated September 12th, 2023.

8. Owner Comments on Non-Agenda Items, (Limit 3 Minutes)

Owner comments surrounding parking and the lack of enforcement started discussion. A homeowner called to express concern that the parking issues were negatively impacting property value, and in turn, the sale of their unit.

The Board calls upon homeowners to park at least one vehicle in their garages. Discussion ensued surrounding homeowners using their garages for other functions, such as in home gyms. The Board will send a letter to homeowners reiterating the policy that at least one car should be parked in the garage.

Additional owner comments were presented surrounding irrigation issues, and landscaping concerns.

It was stated that food and organic waste cannot be put in the construction dumpster. This is only for construction trash. This is cause for concern considering the health and well-being of wildlife in our area. Mr. Yeiser will follow up with Mr. Norris from R&M Construction.

9. Adjournment

Mr. Banner made a motion to adjourn the Meeting at 7:07 PM MT. The Motion was seconded by Ms. George. The Meeting was adjourned.

DRAFT