

**SHADOWROCK TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING**

RECORD OF PROCEEDINGS

**An annual meeting of the Owners at Shadowrock Townhome association
Was held on Tuesday, January 10th, 2023, at 5:30PM MT via ZOOM Conference Call**

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

Owners Present: Joanne Applebaum
Jodi Smith
Robert Friedman
Scott Lansky
John LaSalle

Others Present: Rob Leisure, Wade Boulton, Jerome Simecek – The Romero Group

1. Call to Order - Establish Quorum

5:34 With a quorum establish Mrs. George calls the meeting to order.

2. Approval of Board Meeting Minutes from November 14th, 2022

SG moves to approve the minutes of the December 14th meeting, Mrs. Wymer Seconds, Motion passes unanimously.

3. Insurance Review

Ms. George and Mr. Reisman are concerned with rising construction costs. Ms. George asks Mr. Leisure to call American family to make sure the HOA has enough insurance coverage. Mr. Reisman's primary concern is with fire coverage. Mr. Leisure says with fire the coverage has a \$10,000 deductible for 35 million in coverage for the association.

Mr. Reisman asks Mr. Banner if 35M is enough. TB says he needs to look at the numbers, but it should be close. Mr. Banner says he will do some homework and that Mr. Reisman has legitimate concerns. Mr. Reisman asks if the HOA is insured to 120%. Mr. Banner says we need to do the calculations. He will look at that and report back. Mr. Simecek says in a grander scheme the 35M slides up with new buildings as they are added and that the association also has replacement cost coverage. Mr. Simecek brings up flood insurance. Mr. Banner says we can't get it, it's too expensive.

Mr. Simecek suggests we ask the insurance company to come and make a presentation and reassure us that the HOA has enough insurance. Mr. Simecek says The Romero Group will contact the agent and facilitate a presentation by the insurance agent. Ms. Applebaum says that's a good idea. Mr. Simecek says Todd Wells is the agent and when we asked him to come before the board. Todd had said previously that he would be happy to

come before the board. RL shares screen to show the board in the portal where some of this information is accessible. The board agrees that a visit by the agent is a good idea for due diligence if nothing else. Mr. Banner suggests that it happens on the next board meeting.

4. Contracts Approvals and Contractor Sub-Committee

Ms. George wants to have the board approve all contracts. Ms. Willis has volunteered to be on the contractor subcommittee. Ms. Addison talks about the purpose of the committee is too review contracts. Asks the board for volunteers. Ms. Addison clarifies the board is not sourcing contracts only reviewing what The Romero Group provides as options. Discussion develops about the committee and who is on it. Ms. Applebaum says she would be willing to be on the committee. Ms. Addison says she would like the contracts to come to her from The Romero Group as a group with like contracts together. I.e., multiple bids for the same project. Ms. George says if she's holding up the process for TRG for us to be communicative about that with the board. Ms. Addison says it's good for the community to know that the board is working to evaluate things as they come through. It's decided the Contracts Committee will consist of Jodi Smith, Joanne Appelbaum, and Susan Willis.

5. Parking

Ms. George says we talked about this at the previous meeting and tabled it. Continues to say we have 28 space 8 spaces for homeowners. Says we need to decide on clear parking policy. Ms. Appelbaum says resident parking only. Mr. Banner asks if we are going to enforce the rule of one car parked in each garage. Ms. George doesn't know how we are going to enforce that rule. Mr. Banner says violators should get a letter, that it's an issue that the association is not enforcing rules that are on our books. Mr. Banner says we need to get rid of the rule or start enforcing the rule. Discussion develops about one car garages and if it's possible to enforce. Mr. Reisman asks about the 14th meeting and if we want signs. Mr. Banner says he doesn't think signs work at all. Mr. LaSalle says there will always be people who don't comply, but you can't enforce rules that aren't posted.

Ms. Smith says she's been looking at the parking since the last meeting. Asks if we have two issues. One is parking on the street and fire lanes and the other is designating parking space for owners and guess. The board generally agrees. Mr. Banner says he walks the neighborhood daily and says we are never out of parking spots. Mr. Reisman suggests signage to say, "No 24-hour parking."

Ms. Addison asks how we enforce the parking in the garage rule and cites the new CCOAI regulation. Mr. LaSalle says when talking about enforcement this town home community is going on its 13th year in existence and haven't enforced the rule of parking in the garage since its inception. Mr. LaSalle asks Mr. Simecek to comment. Mr. Simecek reads the rules of the HOA re parking. Residents garage space must be used as a garage. Driveways can't be used for anything but getting in and out of the garage.

Mr. Banner asks if they even have a parking problem except for street parking. Ms. George motions to get rid of Parking Boss. No Second is heard. More discussion about the parking stickers and signage. Ms. Smith asks about the 24hour parking. She doesn't want a car sitting for extended periods, but 24 hours doesn't give a homeowner a long weekend. Wonders how we can be reasonable. Mr. Leisure suggests reviewing the regulations. Mr. Simecek says there is no time frame within the regulations.

Ms. George motions to limit parking to only 24 hours, Mr. Banner seconds. Motion passes unanimously. Ms. George motions to get rid of Parking Boss. Ms. Addison Seconds. Motion passes unanimously.

Mr. Leisure asks about current signs. Mr. Reisman says to be clear were removing the signs we have and replacing them with No 24-hour parking signs.

6. BOD Monthly Meeting Schedule – 2nd Tuesday of Month at 5:30 PM MT

RL ask about having the meeting during normal business hours. The board declines. JS says we haven't been billing for afterhours meetings but will have to start at this point. Discussion develops about the frequency of meetings and costs of meetings. Meetings without The Romero Group and Monthly meetings with just one Romero Group Representative are considered.

Ms. George Suggests only Mr. Leisure attend monthly meetings and once a quarter Ms. Morgan will attend additionally to present quarterly financial reports.

Ms. George Motions to approve, Mr. Banner seconds. Motion passes Unanimously.

7. Manager's Report

a. **Contract Bid Updates:**

1. Landscape
 - i. Mountain Clouds – Nakagawa
 - ii. Mt. Sopris Lawn Care – Waiting on Proposal
 - iii. Rocky Mountain Custom Landscape - Waiting on Proposal
 - iv. Rivas - Waiting on Proposal
2. Fence Staining
 - i. American Painting
3. Painting
 - i. American Painting
- ii. Unlimited Quality Painting

Mr. Simecek suggests when we send them out, they will be as a group with a summary of what we see so it's easier to manage the approval process. Jodi Smith asks when we get bids can TRG Provide context or referrals for individual trades. Ms. Addison says any type of information will make a difference. The committee would appreciate all context for decision making. Mr. Simecek says if we had a bad experience with a particular vendor were not soliciting contracts point in case Roman Painting. Board agrees.

- b. **Snow Removal:** Current contract with Rivas states they will remove snow off the main streets and then return for snow clearing of driveways. For safety, they will not use a skid-steer to remove snow in driveways if a vehicle is parked there. The Board and the Association members would like the driveways to be cleared in a timely manner.

Management requested Rivas provide an updated proposal to complete all snow removal in the morning and to include shoveling of driveways. Rivas tested the new scope of work over the New Year's weekend. Attached is the cost estimate to adjust services.

Mr. Leisure goes into detail about the Rivas bid. Highlighting the weather and unpredictability thereof. Ms. Addison suggests we need more bids to evaluate the pricing properly. Mr. Simecek says we reached out to Daly with a proposal but lacked confidence in their staffing. Mr. Simecek says Rivas is competitive. Mr. Banner suggests just budgeting for the additional hand shoveling. Ms. Smith adds it's been hard to hire snow removal. Everyone wants snow removal first. Says Shadowrock is lucky that the HOA has someone trying to be there first.

- c. **Fire Mitigation Reimbursement:** Management has started the \$2,500 reimbursement process with Eagle County. Once the paperwork is processed, a site visit will be required.

- d. **Fire System Inspections:** Al's Fire Sprinkler Services and Alltec Services will be on-site January 16th to inspect individual unit fire monitoring and control systems. The inspections will take approximately 11-12 days to complete. Management provided the list of missing fire sprinkler parts, and they are working on an updated cost list. The lost item's will be replaced when inspections begin.

8. Owner Comments on non-agenda items, (Limit 3 Minutes)

Ms. George asks for comments.

Mr. Friedman says there is a big hole on overlook and its not covered. Mr. Banner says he will talk to the builder.

Mr. Friedman say there is a chain link fence that has fallen down around the construction area. Mr. Banner seems to think that's from the original builder, and it can be torn down.

Mr. Lasalle asks if the builder seals the cedar during construction. Mr. Banner says yes and that the builder went through units 240 to 246 and resealed before closing. Mr. Lasalle asks when the next time those will be addressed. Mr. Banner and Ms. George reiterate the "needs based approach" to painting and exterior maintenance.

7. Adjournment

7:16 Ms. George moves to adjourn, Mr. Banner seconds, meeting is adjourned.

2/14/2023

Date Approved



Robert Leisure

Property Manager