

Townhome at Rockrimmon Association, Inc.

Board of Directors Special Meeting Minutes

June 23, 2020

The Board of Directors meeting of the Townhome at Rockrimmon Association was held via Gotomeeting conference service. Chris Norquest called the meeting to order at 6:35 a.m. Those present were:

Chris Norquest	President
Gloria Ballton	Vice President
Diana Sanderson	Secretary
Victoria Patterson	Director at Large
Josh Bernhard	Director at Large
Darren Burns	Property Manager (Z&R)
Chris Schade	Property Manager (Z&R)

DRAFT

Absent: Vacant

Treasurer

Open Forum: None.

Approval of Previous Minutes: Josh made a motion to approve the June 1, 2020 minutes as submitted and the motion carried unanimously.

Manager's Report: Darren reported on the 2020 May Finances. Owner receivables are at \$296,632 with \$65,000 in cash, \$14,785 in the Special Assessment account and \$489,973 in reserves. A bulk payment from the Special Assessment account to the loan dropped the balance to \$88,555. Since interest rates are so low and the Association has \$221,000 fully liquid, Darren recommended using the reserves to pay off the rest of the loan and letting the future special assessment payments reimburse the reserves. Chris made a motion to payoff the loan from reserves as a loan from reserves and the motion carried unanimously. Through May, the Association is under budget by \$7,784 and has added \$103,510 to reserves to stay on pace for \$248,423 by year's end.

The Work Order Summary and CC&R Reports were reviewed.

President's Report – Chris discussed the need to prioritize projects and felt that priorities should be based on 1. Safety concerns and 2. Will the problem lead to other further damage if left undone? The Board will use the paint walk through to help triage other buildings, sidings, decks, etc. Josh will identify 5 buildings on the west side to begin the process. After reviewing the map and condition of the buildings, the Board agreed to do 8 buildings per year for 3 years. The map will be finalized by Darren and inspections and bids on the first 16 buildings will be solicited.

Unfinished Business – 234A New Fence is awaiting the formal plans. Darren will raise the issue of chairing the Events Committee with the Owner when the matter is completed.

New Governing Document Review – Chris and Carla were reviewing the 2nd draft of the new documents and multiple items are in process. One additional volunteer is still needed.

Fire Damage Update – The asbestos abatement continues, a piece of gutter hanging from the roof is still hanging and needs to be removed asap. The adjuster will visit next week to review progress.

Problem Concrete Areas – A bid from Rocky Mountain Concrete was reviewed after Ren had identified several bad concrete areas that needed work in the asphalt for drainage. In total, 675 lineal feet of bad drain pan that was breaking up and too thin was identified. Total replacement cost with 6” thick concrete was \$33,175. Gloria moved to approve the bid as submitted and the motion carried unanimously.

New Business – Sraat Inspection Report – Overall the report came back ok. No terrible issues or major problems, but a number of more minor gutter issues and some chimney issues, flashing, etc. were identified and will be addressed with Reconstruction Experts, in addition to the issues raised on 408 and 456 by DRC. Now that 8 of 24 residential buildings have been inspected and issues raised to the tune of \$1200 in repairs and approx. \$4800 of inspection fees, Darren will approach Reconstructions experts with a punch list on the first 8 buildings and seek reimbursement for the inspection and repair costs to date. He will also notify Recon that the Association, due to a loss of confidence in the consistency of RE’s work, will require their inspector check the punch list items on the first 8 buildings. Finally, RE will be given the opportunity to self-police and remaining 16 buildings, create a punch list for Board review and then complete it under warranty.

Two thorough deck inspections and bids to replace decks on 488 D/E and 480 D/E were reviewed. Both were badly rotted and in need of replacement. The bid was from CM Robinson who recently completed to other projects with excellent success. Total per deck was \$3940.

Engineering Report on foundation of 210F. Overall, the report found the structural integrity of the west wall to be stable and only cosmetic work on the inside was necessary.

Future Agenda Items – Governing document review, insurance claim updates, July garage sale, appoint Eric as chair of the Event Committee, fate of the tennis courts, final paint cycle bids.

There being no further business, the meeting was adjourned at 7:52 a.m. on a motion from Diana. The next meeting is scheduled for Monday, July 27, 2020 at 6:30 a.m., location TBD.

Respectfully Submitted,

Diana Sanderson
Secretary

Darren H. Burns
Property Manager