

# 2019 ANNUAL MEETING MINUTES

## Desert Peaks Business Complex Condominium, Inc.

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February 19, 2019 @ 5:30p.m. – 1015 N 7<sup>th</sup> St. Meeting called to order by Mark Shoberg, Bray HOA

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### **In Attendance (Board & Management)**

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John Adams  
Ron Sechrist  
Todd Simpson  
John Geer

Mark Shoberg  
Savannah Kohagen

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### **Notice of Quorum Achieved**

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With all four unit owners present, it was announced that quorum had been achieved.

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### **Introductions**

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Mark introduced himself as the HOA Manager and Savannah Kohagen as the Assistant Manager of Bray HOA Management.

John Adams, Ron Sechrist, Todd Simpson and John Geer introduced themselves as the current owners of the Association and members of the Board.

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### **Previous Years Minutes**

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Mark Shoberg called for a motion to approve the 2018 Annual Meeting Minutes.

Motion: Ron Sechrist  
Second: John Adams

There was a unanimous vote by the present owners to approve the previous years' minutes.

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### **Discussion on Upcoming Projects/Concerns**

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Mark Shoberg opened the discussion on upcoming projects/concerns.

#### 1. Roofs (HOA or Owner Responsibility?)

The CC&Rs state that they are the HOA's responsibility, but in the past each owner has paid for their section of roof. This goes for the majority of exterior improvement/maintenance. Each owner will take care of their unit.

## 2. Stucco

Last year, the Board decided to wait on the stucco project. Since then, the cracks have worsened and it needs to be addressed. Sunshine Paint provided a bid for \$12,000 to paint the units. This would seal and repair the issues with the stucco and reduce maintenance at a later date.

- Bray will reach out to Sunshine to see if they will still honor this bid. If not, Bray will get a new bid per unit based on square footage. Bray will ensure that the sign is also included in the bid.
- It was decided that two units would be painted one color and two another color (every other). The colors were not yet determined, but they will be earth tones. Ron Sechrist will work with the building interior decorator and John with Sunshine to find a couple color schemes for the Board to review.
- Once a bid is accepted, each owner will be special assessed for their portion (based on square footage).

## 3. Sign

When Todd Simpson bought his unit, the “glass/Plexiglas” part of the sign was yellowed. He decided to replace all portions so that they were all consistent. It was decided that each member would reimburse Todd for this expense as they all benefited from it (\$175 per owner).

## 4. Gutter/Down Spout Issues

John Adams discussed the problems he was having with his gutters/downspout. They have been freezing which has caused a leak in his unit. He plans on putting down a liquid rubber coating and placing heat tape in the gutters and down spout to remedy this issue.

This is highly important because the snow/ice tends to slide off the roof and onto the sidewalk.

## 5. Ice Melt/Shovel Reimbursement

John Geer had purchased some ice melt and a shovel for the Association. Everyone agreed to have the HOA reimburse him for this expense.

## 6. Parking Lot Sweeping

There are a few portions of the parking lot that are being neglected. Bray will reach out to Rocky Mountain Sweeping and ensure they are getting all the gutters (especially near unit D) and sweeping all the way up to the curb.

## 7. Landscaping

The Association has already signed the contract with Peaceful Valley for the year, but next year the Board would like to get bids for a potential new vendor. In the mean-time, Bray or a Board member will meet with Ken to go over the things that need to be improved (fix drippers, adjust sprinklers to not spray windows, spray for bugs, etc.).

## 8. Parking Lot Repairs

It has been about two years since the parking lot was sealed and stripped. For the most part, the parking lot is in good condition but there are a few spots that are sinking. Bray will obtain a bid to fix the sinking spots.

## 9. Window Cleaning

An owner was curious if the cleaning vendor cleans both the big and small windows. Many of the small windows are dirty due in large part to the sprinklers.

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## **Budget**

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Mark Shoberg opened discussion on the proposed 2019 Budget.

1. Bray HOA Management proposed a dues increase. It was decided by the present members that if something comes up and the Association needs more money, we can special assess the owners at that time.

There was a motion to pass the budget with dues remaining the same.

Motion: Ron Sechrist

Second: John Adams

The motion passed unanimously.

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## **Elections**

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All of the current owner's volunteered to serve on the Board of Directors. They will not hold offices, but be equal Board members.

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## **Adjournment**

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With no further business to discuss, Mark Shoberg asked for a motion to adjourn the meeting.

Motion: Ron Sechrist

Second: John Adams

The 2019 Annual Meeting was adjourned at approximately 6:00 p.m.

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Signature

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Date