

**** DRAFT ****

**GRACE PARK II CONDOMINIUM ASSOCIATION INC
ANNUAL MEMBER MEETING MINUTES**

February 15, 2018 @ 6:30 PM

Fruita Civic Center, 325 E Aspen Ave, Fruita CO (Independence Room)

1. Call to Order – Joshua Fritz, President, welcomed and thanked all those in attendance. Joshua reported there was a sufficient number of members present in person or by proxy to constitute a quorum, he called the meeting to order at 6:31 PM. The Annual Meeting sign-in sheets and proxies will be maintained as part of the Association records.
2. Approval of 2017 Annual Meeting Minutes—Joshua entertained a motion to approve the 2017 Annual Meeting Minutes. Jeff moved and Jeanné seconded a motion to approve the 2017 Annual Meeting Minutes as submitted. With no objections, the motion carried.
3. Introductions. The 2017 Board of Directors were introduced—Joahua Fritz, President; Jeanné Thoele, Vice-President; and Layne Whyman, Secretary/Treasurer. Joshua introduced Christine Sartoris, Community Association Manager. Joshua thanked the other members who served in 2017.
4. 2017 Year in Review-Maintenance Person & Staircase Failures. Before presenting the 2017 Financials and 2018 budget, Joshua summarized the maintenance situation in 2017, noting the maintenance manager left in April, interim steps were taken to complete projects until a replacement was found. New maintenance person hired and will begin at the end of February 2018.

He then reported a shift in the Association's priorities early in 2017, as a result of critical stair failures which created safety and liability concerns. He then mapped out the Board's four -five year plan to replace all 23 staircases. The project will be funded through the Capital Improvement/Reserve account. There will be no special assessment. No other major Capital Improvement projects will be considered until all the staircases have been replaced.

5. Financial Report – Christine summarized the end of year providing a summary of expenses for operating and reserve/replacement compared to the respective 2017 budgets, noting operating expenses were approximately \$20,000 less than budgeted primarily as a result of subcontracting the maintenance work. Reserve expenses for the year were primarily in line with the budget although almost all the allocated funding was dedicated to the staircase replacement project. Combined budgets- operating and reserve- net \$15,653 vs a loss of approximately \$8000 per corrected 2017 budget.

The change in Grace Park II account balances in Operating, Reserve CD, and Reserve Money Market accounts from \$61,889 EOY 2016 to \$84,722 EOY 2017. Christine noted the payoff of loan balances contributed to some of the influx of cash on hand at year's end.

Christine then presented the budget comparisons 2017 vs 2018 in both expense for both Operating and Reserve, noting similar budgets except for the capital improvement projects which increases total expense by \$13,000 compared to 2017 budget. All dedicated in 2018 Reserve/Replacement budget for staircase replacement. The Board has budgeted a \$5

increase in monthly assessments which increases total income budgeted for the Operating Budget by approximately \$5000. Christine then addressed several questions.

6. Budget Ratification--With no further questions, Joshua asked if there were any objections to the 2018 budget. With none, the 2018 budget was unanimously ratified.
7. Year In Review cont'd—Joshua presented many other issues related to the grounds and the exteriors of the buildings in the community. Christine reported on the accomplishments in 2017 from the installation of 5 new staircases, to identifying a swamp cooler plumbing issue, retrofitting and repairing dumpster enclosures, resolving a long time outstanding dryer vent issue, professionally cleaning dryer vent ducting, and hiring a dedicated maintenance manager.

Layne and Jeanné reviewed the non-compliance with the Rules & Regulations. Built from the Association's governing documents, the Rules & Regulations are there to protect the property, safety and lifestyle of all owners and residents. After viewing several photographs depicting ongoing problems, the owners in attendance shared their own observations and talked about remedies. The Board proposes an increased communication with all owners, with a particular focus on owners with tenants. The Rules & Regulations are being reviewed to bring them into compliance with the governing documents and city/county regulations. These updated Rules & Regulations will be posted on the Association's website and there will be more communication with all owners. The board will be reviewing the Bylaws and Policies to make sure they are consistent with the CCRs.

8. Call for Board Nominees & Vote – Joshua announced openings to the 2018 Board and asked for nominations or volunteers to serve. Janell Gear volunteered. With no contested seats, a motion to duly elect Jannell by acclamation of all those present was moved and seconded. By unanimous consent, motion carried.
9. Member Comments & Suggestions.
 - a. A question was asked about how much funding *per unit* should be in Reserves for future capital improvements. The only way to know for sure, is to conduct a true reserve study which the board will be considering in the near future.
 - b. A member wanted to know the best way to clean the second story windows
 - c. Question was asked about fencing application process and acceptable materials.
 - d. Comment was made to negotiate longer-term and better deal on trash removal.
 - e. Clarification was asked about what fence repairs were done in 2016.
 - f. Suggestion to increase the fine amount for noncompliance as there is a lot of effort put into the enforcement and collections process.
 - g. May need to consider a dog waste cleaning service, such as Oopsy Poopsy.
 - h. A concern was raised over the covenants process as it seems noncompliance issues are not being addressed.

10. Adjournment- with no further business, the meeting adjourned at 7:42 PM.

Respectfully submitted:

L. Whyman, Secretary/Treasurer