

**Hunter Creek Board Meeting  
January 21, 2019**

Board Members present:

Margaret Arnett, Laura Dickson, Judy Dietz, Susan Lind, Chelsea Sullivan

Management present:

Kay Jones

5:37 Meeting called to order

Home owners present: Laura Olson, 4650 #9

Chelsea Sullivan was introduced as a new board member – replacing Rich Hutter – and unanimously approved by the board.

The board acknowledges the need to appoint a new board president. At this time, no other board members agree to the position. Susan Lind acted as interim president for this meeting.

Homeowners Forum:

- 4660 #11 – heard sounds of an animal in the attic. Highland Maintenance will investigate and will report back with findings
- 4660 #8 – left msg over the weekend regarding sewer system, but did not specify what the question was. This unit has a history of a problem with sewer back-up and therefore the assumption is that they owner would like to ensure the system is set to be cleaned. Cleaning is scheduled for April.
- There is a situation between 2 units in which the upper unit's toilet leaked into the lower unit. This situation is being working out personally between the owners.

November minutes: A motion was made to accept the November minutes. The motion was seconded and it passed unanimously.

Budget review:

- The final numbers for 2018 have not yet been audited, but are expected to be very close to accurate.
- Insurance expense was quite over budget due to having to pay the coming year's premium up front in one lump sum.
  - There will be monthly deposits from dues account to escrow for future once a year insurance payments.

Manager's Report:

- Water usage – Kay has received irrigation use history report from the City of Boulder. It is expected that the increase in water usage is a reflection of the implementation of the drip lines that have been added during the landscaping project.
- 4660 #5 continues to experience problems with smoke and backdraft from his chimney.
  - Kay's has researched this problem and has found that we are unable to do much to help this owner.

- Fire code requires that all replacement parts be sourced from the original manufacturer. That company has gone out of business, which means we are unable to get any necessary replacement parts to any fireplaces.
- Recommend switching the fireplace to gas or removing completely.
- The owner at 4650 #9 mentioned that she never uses her fireplace and has blocked the cold air intake that is on the balcony.
- Fireplace Cleaning
  - Reviewed proposals from Chimaree Chimney Company and Rky Mtn Chimney Sweep for discounted fees for chimney inspection and cleaning.
    - A motion was made to accept the proposal from Rky Mtn Chimney Sweep and to include their information within the notice to all owners. The motion was seconded and it passed unanimously.
  - The board reviewed the proposed notice to owners for Fireplace Inspection and Cleaning. It is agreed to ask all owners that have removed or converted their fireplaces to gas to provide verification of such. A picture will be acceptable.
    - Agreed to send the notice on 2/1/19 with a due date of 5/1/19.

#### New Business

- USPS has offered to provide large postal boxes to be installed on both sides of the property
  - Currently delayed due to government shutdown
  - The new boxes will need a concrete pad to be installed
- It is proposed that we provide our postal carrier with a key to the clubhouse to allow her use of the bathrooms. A motion was made to accept this proposal. The motion was seconded and it passed unanimously.
  - The postal carrier will also be able to put excessively large deliveries in the clubhouse with a note on the receiver's door.
- Trash enclosures - We have received a proposal for enclosures with doors that are designed to discourage dumping. The proposal is for ~\$50,000 total, which is much higher than the \$15,000 we had budgeted for. Agreed to table this project for now.
- Broken pool return line – We have received a proposal from Crystal Clear Pool Plus and expect a proposal in the very near future from Advanced Pools. The coming proposal from Advanced Pools is expected to be higher than that from Crystal Clear Pool Plus. A motion was made to accept the proposal from Crystal Clear Pool Plus and to move forward with having the repair made as soon as possible. The motion was seconded and it passed unanimously.
- Property Inspection was completed as required by American Family Insurance. The report is lengthy and overall reports satisfactory conditions. Only area of concern noted was the east parking lot and a cracked sidewalk slab. Underwriter is requesting immediate confirmation of plans to repair these areas.
- Concrete/Asphalt repair – multiple proposals received ranging from Basic minimal repair to complete milling down of asphalt and repaving. Agreement to limit the work to that which is immediately required. A motion was made to accept the following proposals from Superior Aggregates, Inc, with additional listed work:
  - 0026-19BN (1<sup>st</sup> page only) – East lot Crack Seal, Seal Coat and Restripe
  - 0027-19BN – Extend sidewalk to parking lot is southeast corner building 4670
  - 0028-19BN – install chase drain lid to match existing lid at northeast corner of Pool Office
  - Repair cracked sidewalk as per request from American Family Insurance

- Add concrete slabs for larger mail boxes being provided by USPS.
- The motion was seconded and it passed unanimously. The signed contract will be provided to American Family Insurance as proof that we are intending to complete the required repairs as soon as possible.
- Trees
    - We have received a proposal from Davey Tree for a 2019 Plant Health Care program for our trees. A motion was made to accept this proposal. The motion was seconded and it passed unanimously.
    - A motion was made to have Davey Tree remove two of the remaining Ash trees by their choice – allowing for the health and location of the trees. The motion was seconded and it passed unanimously
  - Report that the snow removal company recently arrived to do work at 2:30am and were excessively loud.

#### Old Business

- The Hunter Creek website has been updated.

#### Violations

- 4650 #8 – review of the Zillow listing pictures make clear that the owner has installed a closet located where the fireplace once was. This closet penetrates into the common area space. The owner has also modified the deck area which is also a common element.
  - Agreed to ask attorney how this should be handled.
- 4654 #10
  - Owner was sent notice of fine regarding items stored in carport.
  - Owner has been sent notice of cigarette butts thrown in common area.
- 4670 #3 – Renter with dog. This dog is often wandering unattended and is aggressive. There is concern for the safety of residents, especially children. There is also concern for the safety of the dog which is being left outside in extremely cold temperatures. The owner has received notice that the dog must be rehomed and that animal control will be contacted when the dog is seen on the loose. Additionally, Rules & Regs receipt has not been received for this renter.
  - A second notice was sent to the owner dated 1/14/19, which included additional allegations of excessively loud and disruptive behavior.
- 4680 #1 – Owner has received notice of violation regarding animal waste and debris on patio. The patio is filthy with animal feces and urine. Additionally, the feces are being throw into the rocks surrounding the building. As this violation is extreme and may be dangerous to the health of the community, a motion was made to immediately fine the owner and to contact animal control to ensure the safety of the animal. The motion was seconded and it passed unanimously.
  - A second notice as sent on 1/16/19 to the owner as the situation was not yet resolved.
  - A board member checked on the patio following this board meeting and reports that the patio has been cleaned up.
- 4678 #7 – previous violation of renter with dog has been resolved.
- 4658 #12 – owner with AirBNB listing has been complying with written lease regulations.

Meeting adjourned at 7:25.