

**CRESTVIEW HOMEOWNERS ASSOCIATION
ANNUAL MEETING
FRIDAY, NOVEMBER 18TH, 2016
3:00 PM MST
SILVER KING HOTEL – SILVER ROOM**

BOARD MEMBERS IN ATTENDANCE

Larry Dicus – President; A303
Lee Schaeffer – Vice President; A304
Stu Miller – Secretary/Treasurer; A207, B308

ASRL STAFF IN ATTENDANCE

Jim Simmons – HOA Manager
Ken Rabach – HOA Accountant
John Tabish – HOA Maintenance Manager
Nicole Chastain – Owner Services Administrator

HOMEOWNERS IN ATTENDANCE

Lois Covington – E201
Bonnie Brock – C106
Susan Adams – C107
Matthew Pool – C106
Jeff McCluskey – E206
John Gurrola – A208
Jane Lewis – E101
Mark & Marty Fancy – E301
Terry & Joyce Barnes – C305
Barbara Paley – D305
Lisa Corsetti – A103
Mary Cronley – A205
Matt Sullivan – A307
Bob Vorsanger – A308
Robert Kramer – B303
David Krancer – B201, C102, D102
Bob Jarvis – B101
Jennifer Walker – B203
Jaime Altonaga – B302 (via teleconference)
Cheryl Eresuma – E103 (via teleconference)

CALL MEETING TO ORDER: Larry Dicus called the meeting to order at 3:04 PM.

ESTABLISH QUORUM: The quorum requirement of 35% was established at 43.11% by either proxy or attendance.

ADDITIONS TO THE AGENDA: Public Transportation, Recycle Bin

APPROVAL OF 2015 ANNUAL MEETING MINUTES: Terry Barnes motioned to approve the 2015 Annual Meeting Minutes. Jeff McCluskey seconded the motion. Minutes approved with all in favor.

OLD BUSINESS

Maintenance Update – John Tabish:

- **Completed Projects**
 - Power washing garage
 - Exterior window washing

- Heat tape replaced on north sides to prevent snow build up and water damage
- Insect spray
 - Large amount of ants and bugs and each building was individually sprayed on exteriors with two year warrantied and slow activating solution
- Building A garage new springs
- Building C garage new operator garage
- North sides of D and E painted free of charge by Morehouse Coatings for 2015 mistake
- Interior hallway doors now unlocked and no issues since
- Tree problem report building A completed
- All five buildings- 5-year sprinkler riser and annual fire inspections completed
- B301 and E302 flat roofs have been repaired
- Lower roofs C108 and E108 repaired- flashing, and shingles installed
- Elevator and lobby carpets replaced
- All Fire Panels updated to wireless dialer system
- Fire Panel Upgrades – All buildings have been completed
 - Building E was originally budgeted for completion in 2017, but had to be completed in 2016 because of a lightning strike between Buildings D and E.
- **Projects 2016/2017**
 - Windows & Siding
 - Multiple leaks all around Crestview.
 - Sliding glass doors and windows getting vapor moisture and leaking inside the building
 - Under investigation. Solution is vapor barrier around the trim of the windows to seal them to the structure of the building
 - A104 has been completed and shown no signs of issues since. C107 & D107 have been completed as well.
 - D108 was started and it was discovered by the contractor that the OSB board was soaking wet. All siding to back side of D Building has been removed to track down the leak. The siding originally incorrectly installed, no flashing around the windows, and the windows installed incorrectly. John Tabish is getting bids to get this repaired correctly.
 - Original developer cut some corners. If you see your windows with any vapor or moisture, please report it.
 - Homeowner noticed cracking in building – John will make a note to check it
 - Roofs
 - Flat structured roofs engineered for air conditioners and satellites
 - Rubber membrane deteriorating. Board has motioned to repair 3/year on a yearly basis until completed. There are about 10 more to complete and estimated to be completed by 2020.
 - Plumbing & Drain
 - 4-inch drain cleanouts installed in common area lines to provide adequate cleaning of the common lines. We will do one building at a time. There have been issues in the past with lines backing up into first floor units. Individual homeowners' insurance has to address this when it happens. This issues needs to be resolved.
 - A Building was completed, and no issues since then.
 - Grounds

- Seal coat and striping in parking areas for 2017
- Concrete areas in poor condition will be replaced in 2017
- John will add signs to handicapped spots. When it snows, you can't identify the spots
- **Upcoming Items**
 - New carpet in the common areas of Buildings C, D, and E in 2017
 - Picnic tables will be put on the hot tub pads in 2017
 - Decks and Railing
 - Trex on the top rails of handrails on all decks will be installed starting in 2017
 - In the future, will longer need to paint the railings. It doesn't sliver and very weather-resistant.
 - One building per year will be completed as an in-house project
 - The current surveillance system is aging and needs to be replaced.
 - New security surveillance system for all buildings and the clubhouse. The system will be wireless and night-capable with remote access capabilities.

NEW BUSINESS

2017 HOA Budget

- **Variance Report**
 - 2016 Operating Budget
 - Income
 - Water & Sewer \$7400 over budget
 - Purely a function of rate increase
 - Finance Charges \$471.18 over budget
 - Owner Receivables in good shape. The few behind are making payments to bring their accounts current
 - Expenses
 - HOA Board Expense forecasted number was incorrect
 - Routine Maintenance \$2800 variance
 - Window Cleaning and hydro-flushing of drains
 - R&M Building \$1800 variance
 - Crawford Door garage door repairs
 - R&M Spas \$2900 variance
 - Aquatech had to repair a broken filter
 - County inspection required upgrades to signs and lighting.
 - Grounds Maintenance \$2000 variance
 - Pest Control
 - Snow Removal \$1100 variance
 - Good snow year
 - Water \$4700 variance
 - Increase in rates across the county
 - 2017 Operating Budget
 - Anticipated increase in insurance
 - Various items increased for 2017 based on 2016 operational costs
 - Crestview has only had an \$11,000 increase in dues in the last five years.
 - The Board has approved a 5% dues increase to cover operational costs moving forward and supplement the reserve fund
- **Capital Reserve Fund**

- Anticipating needing to spend \$145,000 in 2017. All projects were discussed at length whether they could be delayed.
 - Paint Building A – \$30,000
 - Hallway Carpet – \$27,000 (moved from 2016 to 2017)
 - Seal Coating – \$15,000 (moved from 2016 to 2017)
 - Crawford Doors – \$,2000
 - Trex - \$9,000
 - Security cameras – \$10,000
 - Window Replacement – \$16,000
 - Plumbing Drain – \$23,000
 - Flat Roofs - \$15,000 to complete 3 roofs in 2017
- A \$75,000 special assessment, to be paid over four quarters, was approved by the Board to increase the capital reserve fund.
 - Average cost per unit is \$156/quarter. Larger units will pay more and smaller units will pay less.

Additions to the Agenda

- **Public Transportation**

- There was a bus stop on Crestview’s side of the road between Building B & C about five years ago. The stop is still there, but the route was moved by the county because they needed to shorten the route. At this time, the county says service will not be restored to Crestview.
- The nearest bus pickups are Powderwood Dr. or Ralph Lauren.
- The new Kimball Junction Transit Center will have another bus (Brown line) that goes directly into town, in addition to a bus they currently have (Pink line) that stops on its way into town

- **Recycle Bin**

- There have been discussions on the Board in the past to provide a centralized recycling service for the project. The feedback from homeowners and the Board has denied recycling.
- If the ownership group wishes to revisit this, the Board and ASRL will explore the option again.
- Owners who wish to recycle can do so by taking their items to the Recycling Center in town at Kearns Blvd and Munchkin Rd.

- **Access Controls**

- Concerns about security because of break-ins and thefts in past years.
- The Board and Management can explore options for different access controls and security measures including having different codes for each building.

- **Garage Cleanouts**

- Owners did a good job cleaning out the garages and it isn’t an issue at this time.

- **Internet**

- If owners are experiencing issues, contact John Tabish or Jim Simmons who can connect you with the appropriate people to help you.

Board of Directors Election: Marti Fancy motioned to re-elect Lee Schaeffer as Vice President. Lois Covington seconded the motion. All in favor. Lee Schaeffer was re-elected to the Board.

Adjournment: Terry Barnes motioned to adjourn the meeting. Jeff McCluskey seconded the motion. The meeting was adjourned with all in favor at 4:48 PM.