

**CRESTVIEW HOMEOWNERS ASSOCIATION 2017 ANNUAL MEETING MINUTES  
FRIDAY NOVEMBER 10, 2017 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, E205

**ASRL STAFF IN ATTENDANCE:** Jim Simmons – HOA Manager Ken Rabach – HOA Accountant Nicole Chastain – HOA Administrator Dan Vinke – HOA Maintenance Manager Jason Harris – HOA Maintenance Supervisor

**HOMEOWNERS IN ATTENDANCE:** Jane Dicus; A303 Kathy Williamse; D305 Tim & Olga Early; C301 Randy Schwallie; A203 & representing Pat Schwallie; C201 Marty & Mark Fancy; E301 Bill Wilsey; C207 Sandy Heppenstall; B107 Jeff McCluskey; E206 Kyle Weddington; A305 Jamie Altonaga; B302 (teleconference) Virginia Haskell; C105 (teleconference) Dave Krancer; B201, C201 (teleconference)

**GUESTS IN ATTENDANCE:** Lucy Hollaway – tenant of B202

**CALL MEETING TO ORDER:** Larry Dicus called the meeting to order at 3:05 PM. ESTABLISH QUORUM: A quorum of 51.44% was established by proxy or attendance:

**ADDITIONS TO AGENDA:** Rules and Regulations HOA Portal

**OLD BUSINESS**

**Approval of 2016 Annual Meeting Minutes:** Jeff McCluskey motioned to approve the minutes as presented; Lois Covington seconded the motion. The minutes were approved.

**MAINTENANCE UPDATE**

**Buildings**

- New carpet has been installed in Buildings C&E. Building D carpet will be installed in the next few weeks.
- Painting of exterior (hallway-facing) unit doors in progress
- Heat tape on building A has been repaired and all heat tape is functioning correctly
- All fire extinguishers up to date
  - Common area smoke alarms were tested in September
  - Unit owners are responsible for replacing their smoke detector batteries
  - Owners of third floor vaulted-ceiling units may have yearly battery change of detectors by HOA maintenance for \$20
- LED lighting conversion completed throughout all common areas
  - Additional fixtures will be added to garage and southwest exits Common

**Areas/Grounds/Amenities**

- Monthly pest extermination services occurring
- Dog waste disposal bins are going to be fabricated and installed

- Sign Installations
  - o State-approved towing signs will be designed by Ace Signs and Design and installed in the parking areas.
  - o No construction debris signs will be added to the dumpsters
  - o No smoking signs will be added to the front of the buildings
- Clubhouse/Pool
  - o The pool is closed for the season. Peak Security will be locking the gate to the hot tub/pool area at 10 pm.
    - o Two new ADA chairs will be installed. The existing chair needs to be replaced and an additional chair needs to be added per ADA compliance.
    - o A 36-person first aid kit will be added to the pool area as required by ADA law.
    - o The concrete that is sinking around the pool area is expected to cost around \$15,000. Dan in maintenance suggests that a retaining wall may prevent sinking in the future.
    - o The old playground has been removed and a new playground will be installed; the cost is anticipated to range between \$900 and \$3,000.
- Completed Grounds Projects
  - o Fall take-down
  - o Servicing of garage doors
  - o Exterior windows washed
  - o Haul-off of brush piles
- Follow-up items for maintenance
  - o Potential of replacing existing siding with hardie backer
  - o Proposal of costs to annually stain the top of handrails rather than installing Trex

## **NEW BUSINESS**

**2018 HOA Budget:** A \$10,000 decrease in water costs is expected for 2018 because they will now be billing by usage and proximity to the pumping station, which is very close to Crestview. The reserve balance is anticipated to be around \$199,000 at the end of 2018. The board has historically kept dues low, but needs to meet operating costs. The board approved a 3.9% dues increase in the preceding board meeting.

**RULES AND REGULATIONS:** During the preceding board meeting, the board approved the implantation of a fine schedule for violators of all rules and regulations. Management will send an email to owners notifying them of fines moving forward as well as stricter enforcement of the rules and regulations.

- 48 hours after notification of violation is \$100
- 2 weeks after notification of violation is \$200
- 2 weeks after second notification of violation is \$200
- \$500/month for every occurrence thereafter

**HOA PORTAL:** Owners can no login to Buildium to view and pay their dues, communicate with management, and view documents.

**BOARD OF DIRECTORS ELECTION:** Stu Miller's board seat is up for election at this year's annual meeting. Stu has expressed interest in continuing to serve on the board. The floor was opened to owners wishing to be nominated to the board. With no opposition, Stu Miller was voted back to the board.

**ADJOURNMENT:** The meeting was adjourned at 5:14 pm.