

PANADERO VILLAS CONDOMINIUM ASSOCIATION II
ANNUAL MEETING MINUTES
JULY 3, 2015

Present: Mark Bishop, Jack Potts (by proxy/Oden Cebada), Kaye Baron (by proxy/Nancy Kelly), Suzanne Loughran, Bob & Theresa Hamby, Oden & Linda Cebada, Dick & Brook Robeson, David Matthews (by proxy/Mark Bishop), Nancy Kelley, Vincent Galasso (by limited proxy/Mark Bishop), James Clarke, Jay Spaulding (by proxy/Oden Cebada)

1. Quorum. Since a quorum of members was present, the Association was able to take action and voted on several matters. The waiver of notice requirement for the annual meeting was approved. Moved by Cebada, seconded by Kelley.
2. Minutes. The minutes of the July 5, 2014 annual were approved. Moved by Hamby seconded by Cebada.
3. Member Roster/Vendor List. The current Property Owners List is attached and a new Vendors List will be developed.
4. Appointment of Directors. Mark Bishop reported that the current directors of record are:

101/ Mark Bishop	201/Suzanne Loughran
102/Gloria Fraser	202/Scott O’Neal
103/Jack Potts	203/Bob Hamby
104/Kaye Baron	204/Oden Cebada
301/Bobbie Bado	401/Nancy Kelley
302/Dick Robeson	402/Vincent Galasso
303/David Matthews	403/James Clarke
304/Candy Murphy	404/Jay Spaulding
5. Election of New Officers. It was moved by Hamby, seconded by Kelley and approved that the following will be officers during the 2015/2016 year:

President – Mark Bishop
Vice President – Oden Cebada
Treasurer – Scott O’Neal
Secretary – Theresa Hamby

Architecture/Maintenance Committee – Oden Cebada, Dick Robeson and David Mathews

There was discussion among the directors present as to the effectiveness of the Architecture Committee. There have been instances of alterations to the exterior of the buildings without approval of the Committee. It was suggested that a penalty could be assessed for future transgressions and that option will be explored.

6. Treasurer's Report. Scott O'Neal was not present. A Treasurers report will be circulated soon. Mark Bishop noted that the owners of Unit 301 have not paid their 2014/2015 assessment. Mark will contact the owners to try to collect the funds. The Association's various options were discussed if the assessment remains unpaid, including a lien against the property.

Oden mentioned that Henry Harnley came to the rescue of the Association and several units during one of the recent rain/hail storms. He used his equipment to clear hail and reroute water, and he did it for free. The Board approved paying him a \$200 stipend. Moved by Cebada, seconded by Kelley.

7. Insurance Review. Mark Bishop stated that insurance has been secured for the 2015/2016 policy year. The new rate will be \$17,574, an increase of \$2,032 over the last policy year. The insurance will once again be assessed by square footage. Fires, floods and the location of the Panadero Villas probably caused the increase since there were no claims filed during the last policy year
8. Dumpster Issues. The cost of the dumpster is shared 80/20 with the Spanish Peaks property owners. The Board approved payment of monthly charges from May 1 through December 31 for the present year. Moved by Cebada, seconded by Robeson.
9. Maintenance Agreement. Steven Ames was paid \$400 to mow and clean up the property in June. Oden proposed an ongoing arrangement with Steven to maintain the property common areas as well as maintenance on the buildings. Steven had done a building by building assessment of problems that should be addressed. The Board approved a monthly expenditure of \$400 for his services, to be documented with invoices. Moved by Robeson, seconded by Clark.
10. Decks. Oden circulated a proposal from Lee Adams to tear down the present decks and rebuild larger decks. The project will require a special assessment, but in most cases is badly needed. Because of the financial implications of the project the Board decided to circulate the plan separately to each owner for a yes or no vote. The project will address the worst four decks this year, and four per year until they are all completed.
11. Exterior Repair/Maintenance. Many of the exterior problems, such as drainage, shingle replacement, roof repairs and chimneys will be examined by Steven Ames who will then submit a bid to the Architectural Committee for rectifying the problems.

12. Amendment to Declaration. After discussing the proposed Amendment to the Declaration prohibiting short-term rentals, the Director's consensus was that the amendment should prohibit unit owners from entering into short-term leases of less than 60 days but should expressly allow leases to friends and family members. Mark Bishop agreed to revise the proposed amendment to reflect the discussion and to circulate the revised amendment draft for the Association's final approval by ballot as allowed by the Association's bylaws. Mark pointed out that Colorado law provides that 67% of the members (i.e., 11 Units) must vote to approve of any amendment to the Declaration. In the event that the amendment is approved by individual vote, Loughran moved to approve the expenditure of \$500.00 for legal fees to assist the Association in enforcing limits on short-term rentals, seconded by Cebada.

 13. Miscellaneous Issues. There was discussion regarding contracting with a professional manager for the property. Mark Bishop mentioned that he is spending a great deal of personal time dealing with Association issues and that he would speak to Marge Thompson, manager of the Aspen Leaf and Spanish Peaks properties, informally. No decisions were made.

 14. Annual Assessments. A general assessment of \$300, a special assessment of \$500 and an insurance assessment based on square footage of the units was approved. Moved by Loughran, seconded by Kelley.
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PANADERO VILLAS CONDOMINIUM ASSOCIATION SPECIAL MEETING
VIA TELECONFERENCE

MINUTES

DECEMBER 27, 2015

PRESENT:

Mark Bishop, Mark Potts, Ron Ford, Theresa Hamby, Oden Cebada, David Matthews, Nancy Kelley, James Clark, and Jay Spaulding. The Frasers provided proxy votes.

1. Quorum. Since a quorum of members was present, the Association was able to take action and voted.

2. Reworking of Decks. Oden Cebada made a motion (seconded by Mark Potts) that the Association be authorized to (i) pay the cost of shoring up certain decks with temporary supports as necessary to make the decks safe until they can be replaced; (ii) authorize Oden Cebada to coordinate with Steven Ames and/or other qualified contractors as determined by Oden to finalize bids for deck replacements and payment terms; (iii) pay the cost of the "base replacement" of all decks within the 16 units comprising the condominium, which will occur over the course of several years with the decks in need of the most repair (i.e., the decks in Units 201, 203, 303, and 402) being replaced first at a rate of 3 or 4 decks per year as funds allow ("base replacement" means tearing out and replacing the decks at the same size as currently existing using treated lumber, square corners, and "picket-fence" style rails; provided, however, each Owner may, at his or her expense, pay for additional upgrades to use redwood or a synthetic wood product, to maintain the existing curved railing (but with picket-fence style rails), and/or to enlarge the deck; (iv) pay for the cost of painting or staining the replacement decks, which all must match existing color of the condominium's exterior. After discussion, a vote was taken and the motion passed.

Meeting Adjourned

