

The Saddle Ridge of Fort Collins Merged Condominium Association Annual Meeting Minutes

December 30th 2022 5:00 pm (Zoom Meeting)

- 1. Call meeting to order:** Tom Hannon with Brass Key Property Management called the meeting to order at 5:05 pm.
- 2. Notice of Meeting/Introductions:** Board Members Eric Sorensen, Jo Nell Lynd and Randie Bell introduced themselves along with Tom Hannon with Brass Key Property Management. Tom noted that he had received 14 Proxies and 20 owners were present. Proof of notice of the meeting was presented. Jo Nell Lynd made a motion to proceed with the Agenda as presented with the membership present which was seconded by Eric Sorensen and passed unanimously.
- 3. Approval of Prior Annual Meeting Minutes:** Paul Layden made a motion to approve the 2020 Annual Meeting Minutes, which was seconded by Eric Sorensen and passed unanimously.
- 4. Manager/Board Report:** Tom Hannon reported that the Association currently held \$680,465 in total assets. He noted that in addition to more routine regular maintenance ranging from gutter cleaning, sewer line cleaning, carpentry , landscape maintenance and snow removal a major undertaking had been completed thanks to the diligent volunteer efforts of the Lighting Committee. He thanked Caitlin May, Katherine Martinez , Spencer Williams and Kathy Fennel for their efforts on the \$62,500 Grant from Efficiency Works to replace 562 standard fixtures with 516 LED Fixtures. Tom also reported that significant concrete work had been completed in 2022 along with routine asphalt repairs. Tom noted that there were ongoing challenges with dumping of furniture in the trash areas. He suggested that while some of the dumping was likely from off-site, he believed the majority was from residents that understand that furniture is not to be left in the dumpsters, but do it anyway. Residents were encouraged to call Republic Services directly if they need a special pick up, so they can be billed directly for the additional pick up at 970-484-5556. Alternatively, owners can also contact the management office for assistance with coordinating over-sized pick-ups. Owners were encouraged to report neighbors dumping oversized items in the trash area, so the appropriate owner can be billed for the expense.
- 5. Board Member Review/Elections:** Mary Lou Berven made a motion to elect Caitlin May and Katherine Martinez to the Association Board of Directors and to retain the current Board Members, Eric Sorensen, Jo Nell Lynd and Randie Bell. Randie Bell seconded the motion which passed unanimously.
- 6. 2023 Budget Review/Approval:** Tom provided a detailed review of the 2022 Expenses and the Board Approved 2023 Budget. The Board Approved Budget includes a \$10-\$20 increase/month depending on the size of the unit. Michael Fagan made a motion to approve the budget, which was seconded by Paul Layden and passed unanimously.
- 7. Homeowner Concerns:** Tom reminded owners to be mindful of what is put down the toilet and garbage disposal to minimize the risk of a drain line clog. In the event there is a clog, please alert your upstairs neighbors to stop running water/laundry etc. until the clog is cleared to avoid causing a larger/more expensive clean-up. He also encouraged owners to make sure their AC condensation line is clean to prevent water

backing up in that line. Moisture alarms were also encouraged to ensure that owners are notified immediately if a water leak or back-up occurs when the unit is unoccupied. Herbicide spraying was discussed. Caitlin May suggested that a vinegar based spray might be considered as opposed to harsher herbicides. The new Board discussed efforts for more regular communication and perhaps a newsletter.

8. **Loss Assessment Coverage: Tom reminded all owners that in the event of wind or hail damage, owners could be assessed a prorated share of the Association Deductible. Tom recommended that owners be in touch with their insurers to make certain that they have adequate loss assessment coverage on their condo owner's policy (\$10,000 in coverage recommended) and to make certain that their policy provides coverage for losses associated with an insurance deductible for a wind/hail claim.**
9. **Adjournment:** There being no further business, Jo Nell Lynd made a motion to adjourn the meeting, which was seconded by Caitlin May and passed unanimously. The Board and Tom Hannon thanked the membership for attending the meeting.