**2020 Elk Run Phase 4 HOA Annual Meeting Minutes**

**January 15, 2020 @ Park City Day School**

A. Meet and Greet 5:30 – 6:00 p.m.

 Attendees enjoyed a social with light refreshments

B. Meeting called to order 6:00

 1. New Neighbor introductions

 - 3055 Larry and Karen Ballash (both present)

 - 2601 Elizabeth Weller (present)

 - 3076 Adam and Katie Noelk (Adam present)

 - 3084 Todd and Nomee Landis (Nomee present)

 - 3065 Richard and Lynda Dinsdale

 2. Tribute to Justin Larson (3065)

 After many years of service, Justin has moved to Minnesota. We thank him for his service and expertise.

 3. 2019 Projects, Issues, and 2020 initiatives

 a. Concrete –

 All driveways are now complete. The original driveway at 3062 is still in good shape and the current owner has opted to forego a new driveway, saving the HOA funds that were budgeted. We will continue to monitor and apply sealants to all driveways as needed.

 b. Painting –

 Rather than paint every 6 years (as was the cycle in past years, we will switch to painting “as needed.” There are some buildings where one side with less exposure to the sun are still in good shape, with other sides deteriorating faster with more sun exposure. We will look into repainting partial areas in need. Painting/staining of the communal wall alongside Pinebrook Boulevard will be assessed spring of 2020.

 c. 2020 Summer Parking Pilot Program –

 A survey was sent out to 40 unit owners in 2019. More than 30 unit owners responded with a unanimous YES response.

 The Summer Parking Pilot Program will be implemented in 2020 as described below.

 The board requests Unit Owners to continue to utilize their garages for parking cars, however, unit owners sharing common driveways may also cooperatively work out areas on their common driveway to accommodate extra parking for t heir visitors or additional owners’ cars. Agreements should be reached with other unit owners/tenants prior to parking any vehicle on the shared driveway. Short term RV loading/unloading is also available if agreed upon by all units sharing the driveway. Note: no non-operational vehicles of any type may be parked or stored on driveways at any time.

 If an agreement cannot be unanimously reached between all Units sharing the driveway, the winter policy of “No Parking on Driveways” will be the policy for that shared driveway. Only after driveway communities have failed to work together to reach a consensus will the board be available to mediate (upon request).

 d. Vacation rentals –

 In 2019, one unit was listed as a “nightly rental” on a vacation website. This is clearly in violation of our CC&Rs. The unit owner was asked to remove the advertising and/or modify it to reflect the type of allowable lease as described in our CC&Rs which state a minimum of a 30 day rental. To protect the Elk Run Phase 4 HOA Community from becoming a transient neighborhood, in December 2019, the board discussed the situation and updated the Rules and Fines surrounding this issue. No unit owner may advertise for anything less than the stated 30 day lease requirement s described in our CC&Rs and there may be no more than one new tenant lease approved per unit per 30 days.

 e. Dark Sky Lighting –

 Board member Susanne Barnes expressed her desire to move to a more Dark Sky friendly exterior lighting. In order to make our street more uniform with the “glow” of the lighting fixtures on garage level, the board will be passing out LED light bulbs (at HOA expense) in the spring.

 f. Fire Suppression Sprinkler Heads – The board revisited the 2010 notice that the HOA Phase 4 board sent out to homeowners. In 2008 the original fire suppression sprinkler heads installed in all four-plexes were recalled and a voluntary replacement request was issued by the manufacturer. The board has no knowledge of which units might have opted for a voluntary replacement. We are also unaware of which unit(s) has/have been passed pre-sale inspections with the original fire sprinkler heads in place. The board sent out a notice to all homeowners as a courtesy reminder of the homeowner’s responsibility for the upkeep of their fire sprinklers. A list of service providers was provided with their contact information.

 g. Gas meter cover – A few homeowners have had issues with ice and snow falling onto their gas meter. One owner experienced a gas leak due to ice/snow damage. The board encouraged all street side homeowners to call Dominion Gas to arrange for a metal gas meter cover installed. There is a wait list for the service, but one homeowner who called in for the service had the cover installed in approximately one month. Once your name and address is on the wait list, Dominion gas will install the cover. No appointment necessary as you need not be home for the installation.

4. Financials

 Due to technical difficulties, the board was unable to show the prepared slide show prepared by volunteer and 2020 board member candidate Steve Hicks (3067). Steve briefly spoke about the solid financial state of Elk Run Phase 4 HOA finances and announced that there will be no increase in dues for 2020. It will remain at $1,000 per quarter, total $4000 per year. The slides will be available on our website.

5. Q&A

 a. GMS (Grounds maintenance and snow removal) –

 - A few residents complained about the type of equipment used for lawn maintenance. The weed whacker has deteriorated grass areas creating bald spots.

 - Mowing is inconsistent inside fences – the board will coordinate a meeting with GMS to clarify responsibility of fenced in yards.

 - Open space, close to fences and properties have not been tended to properly

 - The weed control (application of chemicals) emails and notices have stopped. Residents request reinstatement of notification.

 - Overgrown trees are a concern. Although the HOA has removed 40 aspens 2 years ago, the evergreen trees have also grown, and are affecting the amount of sunlight the ground is getting beneath the trees. Residents were reminded that the area of 10 feet from the unit is unit owner property. Although the area is the property of the unit owner, the HOA has serviced the maintenance as if it were “common space.” With increasing shades caused by evergreen tree growth, many owners have remedied their lack of grass growth with mulch, rocks, etc.

 - Winter conditions – Snowplow is pushing snow onto walkways / steps area. There is concern that all the snow pushed close to walkways, steps, garage doors will cause a flood in garages in the spring when snow starts to melt. There is also a concern for how quickly ambulance crews can enter units in case of medical emergencies.

 The board responded that a meeting will be arranged with GMS to which residents will be invited to attend.

6. 2020 Board Members

 The following individuals were voted to be on the board.

 Keiko Ito

 Susanne Barnes

 Steve Hicks

 Lee Johnson

 Larry Ballash

 Paul Dorius

 Don Crimm

Meeting adjourned approximately at 7:45 p.m.

Minutes submitted by Keiko Ito