

**STONEHAVEN AT BRECKENRIDGEASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 13, 2020**

**I. CALL MEETING TO ORDER**

The Stonehaven at Breckenridge Association Board of Directors Meeting was called to order by Gary Sawkins at 10:09 a.m. at 25 North Road.

Board Members Participating (\*via teleconference) Were:

Gary Sawkins, President

Rae Anderson, Vice President\*

Stuart Walsworth, Secretary\*

Gary Gallagher, Member

Tom Cassidy, Don Clark and Drew Slavin of Neils Lunceford were guests at the meeting.

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

**II. NEILS LUNCEFORD PRESENTATION**

Don Clark recommended eliminating some of the original irrigation system. The above ground portions have broken down due to UV. The trees that are established do not need to be irrigated. The new system should be buried and should be aligned to focus on flowerbeds and any new areas that are being established. There is no accurate schematic for the existing system since it has been reworked so many times. Once the irrigation system is installed by the Association, the Board will need to decide if they want to allow owners to do their own landscaping and tap in to the system. Part of the project will need to be identifying and mapping the common areas and existing lines. It may be possible to re-use some of the pop-up micro jet heads. Neils Lunceford will need to determine how many clocks are on the property before they can provide pricing for reworking the system. The initial cost will be about \$2,000 - \$3,000 for a couple of technicians for one day to do the initial review of the system and provide a rough map of the zones and irrigation heads. They should be able to provide a bid for additional work to be done for review at the Annual Meeting.

**Action Item:** Management will send Neils Lunceford a copy of the plat map.

**Motion:** Gary Gallagher moved to approve a Reserve expense up to \$3,000 to initiate a study by Neils Lunceford. Rae Anderson seconded and the motion carried.

The Neils Lunceford representatives left the meeting at 10:44 a.m.

**III. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** Gary Gallagher moved to approve the September 6, 2019 Board Meeting minutes as presented. Stuart Walsworth seconded and the motion carried.

**Motion:** Gary Gallagher moved to approve the April 27, 2018, August 31, 2018 and April 24, 2019 Board Meeting minutes as presented. Stuart Walsworth seconded and the motion carried.

#### IV. FINANCIAL REPORT

A. *Balance Sheet and Profit & Loss as of December 31, 2019*

1. Reserve Cash - \$69,114
2. Operating Cash - \$36,147
3. Total Cash - \$ 105,260
4. Snow Removal – \$3,995 unfavorable to budget
4. Combined Operating/Reserve Net Income/(Loss) – \$4,647, which was \$1,561 favorable to budget.

**Motion:** Gary Gallagher moved to accept the financial report as presented. Rae Anderson seconded and the motion carried.

#### V. MANAGEMENT COMPANY REPORT

A. *Tree Pruning*

Rick Herwehe looked at the trees and provided a summary of the health. He recommended pruning and some tree removal but could not provide a cost. Gary Sawkins was concerned about doing work on trees on private property. The next steps will include clarification of the property lines, identifying the trees that need to be pruned or removed, obtaining a cost estimate and determining how the cost will be allocated between the individual owners and the Association. The focus should be on appearance, safety and fire prevention.

**Action Item:** Eric Nicholds will ask Rick Herwehe to provide a cost estimate.

B. *Stonehaven Crack Sealing & Seal Coating*

Bruce Yankee looked at the roads last fall. His opinion was that the asphalt was in great condition.

C. *Patch Asphalt Areas with Alligatoring Pattern*

Bruce Yankee recommended crack filling and seal coating this year. He estimated the cost would be around \$5,000.

**Motion:** Gary Gallagher moved to approve crack filling and seal coating of the asphalt at a cost not to exceed \$5,000. Rae Anderson seconded and the motion carried.

**Action Item:** Eric Nicholds will ask Bruce Yankee to put the property on the schedule for the spring.

D. *Cleaning Out Culverts*

Eric Nicholds said the vendor looked at the property. The initial cost would be \$400 for the site visit but he could not provide a bid until they know how much obstruction there

is and how long clearing it will take. It is assumed that the culverts have never been cleared. The Board authorized culvert cleaning at a cost not to exceed \$3,000.

**Action Item:** Eric Nicholds will schedule the project in the spring.

*E. Erosion*

Management added some stones to redirect the drainage to reduce erosion.

*F. CD Investment*

Gary Gallagher asked Gary Nicholds to determine the CD maturity date and to ensure it does not automatically roll over.

**VI. OLD BUSINESS**

*A. Houses to be Stained*

At the last Annual Meeting, there were six homes identified as needing to be stained. Per the Rules & Regulations, owners need to be notified and given a reasonable amount of time to have the work completed. Owners must obtain ARC permission for staining. If owners do not comply, the Association is authorized to have the work done and bill the owner. Stuart Walsworth said he had his home painted by Doug Smith from Breckenridge Builders at a cost of about \$7,000.

**Action Item:** Management will send notification to the six owners who need to stain this summer and to the other seven who should plan to stain in the next two years.

*B. Neils Lunceford Presentation*

This agenda item was discussed at the beginning of the meeting. Gary Gallagher commented that the leaf clean-up was not very well done this year. They blew the leaves from the sides of the road only and did not clear the grassy areas.

**Action Item:** Gary Nicholds will clarify the expectations with Neils Lunceford.

**Action Item:** Gary Nicholds will follow up with having the landscaping maintenance contract for the coming summer signed.

**VII. NEW BUSINESS**

There was no New Business.

**VIII. SET NEXT MEETING DATE**

The next Board Meeting was tentatively scheduled for Thursday, May 21, 2020 at 10:00 a.m.

**IX. ADJOURNMENT**

**Motion:** Gary Gallagher moved to adjourn at 11:43 a.m. Stuart Wadsworth seconded and the motion carried.

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_