

**Plaza at Aspen Village Property Owners Association
Board of Directors Meeting
July 27, 2022**

The meeting, held via Zoom online, was called to order at 4:04pm by president, Eric Hittle. Board members present: Eric Hittle, Jason Peterson, John Ranson. POA members present: Wendy Saunders, Yvonne and Steve Giesen.

A motion to approve the minutes of the June 22, 2022 meeting as written was made by Jason Peterson, seconded by Eric Hittle, and approved by a vote of Jason-Yes, Eric-Yes.

Jason reviewed the financial reports noting income, \$26,627.52, from association fees, rent, and tower rental) and expenses which were normal business costs such as utilities and insurance. Net income was \$5,181.76. PAV previously increased the insurance value covering the exterior of Plaza buildings and feel we are covered based on current rebuilding costs. Insurance needs for the PAV should be reviewed annually when the Plan comes up for renewal. The Balance Sheet shows a Checking balance of \$31,351.15 (which included a prepayment by Visionary) and the Reserve balance at \$16,579.21. Jason will contact one tenant with a small past due balance. A motion to approve the financial reports was made by John Ranson, seconded by Eric Hittle, and approved by a vote of John-Yes, Eric-Yes, Jason-Yes.

Maintenance Reports:

- A. Landscape** – Eric reported that Jack was doing the mowing as needed. Eric met with an alternative to Shelly on other pruning and shrubbery trimming; there are some bushes/shrubs that are overgrown and may need to be trimmed back or removed. Jack sprayed some weeds, but may need to respray in the rocks, around parking lot, and in cracks where mowing is not done; he will be asked for a quote to remove dead weeds where they had been sprayed. Eric gave ABBA Eye Care approval to trim bushes in front of their store. Eric spoke with Colton Hutcherson and though his cost was low enough (\$400-\$500) the job entailed more than what they could commit to; they are not a landscape designer. Quotes should be solicited for next year's capital budget. Making the grounds easier to maintain while looking nice by moving to more of a xeriscape plan (gravel, ornamental plants) since the sprinkler system is down and will need less continual maintenance and trimming. Stacy Thompson of StacyScapes, whose fee is approximately \$1,700 a year, will be contacted to find out what services these fees would include and to find landscape options that work for the Plaza.
- B. Parking Lot** – Jason will contact Kip of Strohecker Asphalt to get the Plaza on his schedule.
- C. Lighting** – John said Building A has several burned-out exterior bulbs and volunteered to buy and replace bulbs as needed around all three buildings. He will submit a receipt for purchases to Jason.
- D. Cleaning** – Sarah and Sawyer are still available; Sawyer will be leaving and Sarah may be transitioning out. Eric and Jason will meet Thursday and discuss contacts they have who may be available.

Old Business:

New Business:

- A. New Board Positions** – Current board positions are either staggered two-year or three-year terms. John serves through December 2022, Eric through 2023, and Jason through 2024. Potential officers should be found by the November or December annual meeting; it would be good for potential new board member(s) to come to the budget planning meeting to get familiar with that process. There would be a ballot if more than one person is nominated for the open position. Drew Mackey of Mackey Insurance will be contacted to see if he is willing to be nominated for a Board position. Eric noted new owner Mike Allen might be a potential officer either for 2023's open position or a future year. John will reach out to Trent Sanders to get his email so he will receive meeting notices.
- B. Budget** – The Budget should be looked at in September or thereafter depending on Jason's schedule. Anything new, like landscaping, should be discussed then.
- C. Sear's Building** – There is a contract out with Archuleta Seniors, Inc. The inspection report was sent to the Board. Most items were interior issues and Yvonne said most of those items have been completed. Eric displayed the summary of roofing and exterior issues. The Archuleta Seniors should be notified of interim

scheduled maintenance on the roof. Input is needed from the PAV's Roofing Contractor as to necessary maintenance needs rather than relying only on the inspection report. The approach may be different as a commercial sale rather than a residential sale. Steve feels a complete assessment with the contractor and buyer should be made in order to move forward. In the past, the owners of each building put funds toward certain costs of a building's exterior through their building's budget. General maintenance to any damage to the outside of buildings has usually been paid by the PAV.

A contractor needs to be contacted on the woodwork and trim issues. The PAV agrees that the soffit needs to be nailed up and patched as part of the general maintenance schedule.

There are places where the concrete is either cracked or uneven by the loading dock; it is even where the public would enter. In the future the PAV may want to consider concrete patching as a capital budget expense after the expected roof work.

The fiber cement on the lower section shows damage. Tin wainscoting or future replacement were options.

There is one damaged section of curb where the trucks used to park.

The new owners may wish to add exterior windows and a pull-through portico which would have to go through a Board approval process because it would be constructed on PAV parking lot property and not on the property of an owner. The Town would need to check the set-backs, utility easements, and check permits. Several interior changes, especially those pertaining to restrooms (water and sewer considerations) are expected, some of which may require board approval.

A special meeting of the Board be required to discuss these issues in detail prior to approving and authorizing any changes. The Board will try to work with the new buyers but must take existing tenants into consideration. The Senior Center might be good for the Association overall. The Plaza needs a good anchor. A filled space is good for other businesses. The current potential buyer is still looking into community matches to be eligible for a grant. Any new access point (portico and/or patio) would be accessible by other tenants it might be an acceptable addition.

An issue with a box above the air conditioning unit needs to be checked; there is a non-working exterior plug.

If extensive redesign is to be done by the buyer it may make this inspection point a non-issue.

Steve noted that once the building is sold, the current Sears truck and trailer will be moved.

D. Unauthorized truck parking – John will check with Los Dos Charros Restaurant about an unlicensed vehicle parked by the restaurant and having it removed from Plaza property.

The next meeting will be Wednesday, August 17th at 4:00pm via Zoom online.

The meeting was adjourned at 5:24pm.

Sharon Jennings/Recording Secretary