

**WEST VILLAGE CONDOMINIUM ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JUNE 4, 2019**

MINUTES

CALL TO ORDER

Steve Stafford called the meeting to order at 12:34 p.m. The meeting was held in Unit G102, West Village Condominiums, Eagle, Colorado.

ATTENDANCE

Board Members in attendance were as follows:

- Jenni Marquez, Unit G-201
- Joy Ariel, Unit G102
- Michele Ziccardi, Unit A201

Others in attendance were as follows:

- Steve Stafford, Slifer Management Company, Inc.
- Claudia Wells, bookkeeper for the Association

MANAGEMENT OF THE ASSOCIATION

There was a discussion regarding resolution of the situation that had precipitated Steve's previous notice of termination of the management agreement and subsequent misunderstandings between Board Members. The problems that had occurred were discussed along with the circumstances surrounding them. After talking things over, the Board Members and Steve agreed that the misunderstandings had been resolved and that all parties could work together for the good of the Association. Steve said that Slifer Management Company would continue managing the Association. He also encouraged the Board Members to give serious consideration to the question of what their priorities are and whether a change in management might better serve their purposes in relation to those priorities. Steve stressed that this is something that all Associations should always consider. At the end of the discussion, all parties were in agreement that all of the Board Members and management will work together on behalf of the best interests of the Association.

FINANCIAL STATEMENTS

There was a brief discussion about the financial condition of the Association. Claudia confirmed that there are no big problems at the current time. There are also no significant delinquencies at the current time.

WATER USE AND EXPENSE

There was a brief discussion about water use and expense year-to-date. Claudia said that water expense is pretty close to budget at the current time. Joy said that she and her neighbor have noticed that their water pressure seems to be about one-third less than it used to be. She

wondered if Eagle County might have decreased water pressure to cut down on water use. Claudia said that she would call the Town of Eagle and ask them about this.

DUES STATEMENTS

There was a brief discussion about problems that some owners had experienced in getting their dues statements. Claudia explained that she had recently switched to an updated version of Quickbooks and that had caused the problems. That problem has been corrected and she has given the explanation to those owners who had contacted her about the problem.

DESIGNATION OF OFFICERS

There was a brief discussion regarding the designation of officers. The Board Members made the following designations:

President: Jenni Marquez

Vice President: Joy Ariel

Secretary/Treasurer: Michele Ziccardi

NO SMOKING RULE

There was a brief discussion about drafting and implementing a no smoking rule. The Board directed Steve to draft a rule that would prohibit smoking in any area on the property that is designated as general common element (GCE) or limited common element (LCE). That basically means that smoking will not be allowed anywhere on the property except inside condominium units. Smoking will not be allowed in stairwells, landings, porches, balconies, landscaped areas, sidewalks (within the property lines), parking lots or landscaped areas. People can smoke inside condominium units but not on porches or balconies of condominium units. The rule will apply to all types of smoking apparatus (tobacco and marijuana) including cigarettes, cigars, pipes, bongos, e-cigarettes, chewing tobacco, etc. Steve will draft a rule and then send it to the Board for approval. After the Board approves it, he will send it to the owners for review and comment during a 30 day comment period. The Board will then make a decision as to whether to implement the new rule with or without any changes.

NOTICES

There was a brief discussion about notices. Joy and Michele feel that owners often don't forward Steve's email notices to their tenants as Steve requests that they do. Steve said that he feels that email is the standard method of delivery these days. He said that Slifer Management would be willing to tape notices to all doors, but they will charge the Association for the time spent doing this. He also said that from past experience, he knows that he will get some complaints from occupants who don't like getting notices on their doors. He also said that occupants frequently decide to talk to whoever is putting the notices on their doors, which increases the amount of time it takes to post all the notices. That will cost the Association more money. The Board Members said that they would be willing to help with the posting of notices on doors. Steve said that he will ask the Board Members for this kind of assistance when notices need to be delivered. This will be done in addition to the usual email delivery of notices.

SUMMER TIME EVENT

There was a brief discussion about having a once a month event in the common area during the summer months. The event might be a potluck dinner or some other type of event where all owners and occupants can mingle and get to know each other better. The Board Members decided to do this. Steve said that he would facilitate these events but the Board Members would need to come up with the details for him to put in a notice. He said that he would most likely attend the events, however he would not promise to do so, as his schedule is very busy.

PARKING

There was a discussion about parking. Joy felt that the Association should implement a parking permit system. Steve said that parking permit systems only work if an Association has a resident manager or a night time parking patrol person. Slifer Management does not provide either of those services. He stressed that most parking problems occur outside of normal business hours and management is only onsite a few times per week during normal business hours. That being the case, he does not believe that a parking permit system will benefit the Association very much, especially in light of the administrative time that it takes to administer such a system. No decision was made on this particular topic.

Joy felt that parking permits would help in situations where cars needed to be moved for projects like snow removal with a loader, tree removals, etc. Steve said that the only thing that will really help during those types of projects is for the Board to authorize management to have a tow truck show up at the start of those projects, as promised in a prior notice, and to then start towing vehicles that were not removed from the parking lots as requested. He said that word then gets around very quickly that when management says you have to remove your vehicles for a project, they mean it. The Board agreed that this is needed for future projects that require vehicles to be removed from one or more of the parking lots.

The Board did direct Steve to draft a rule that prohibits vehicles from being parked backwards (i.e. backed into a parking space). This is to avoid situations where vehicles (particularly trucks) are parked in a manner where the truck bed and hitch overhangs the sidewalk and creates a danger to persons walking on the sidewalk, especially at night when it's dark. Steve will draft a rule and send it to the Board for their review. After they approve it, Steve will send it to all owners for their review and comments during a 30 day comment period. After that, the Board will decide whether to implement the new rule, either with or without any changes.

BOARD LIABILITY

There was a discussion about implementing a new rule that would require all owners to do a background check of any prospective tenants before signing a lease with those tenants. Any owner who leases his or her unit would be required to provide proof to management or the Board of Directors that such a background check has been done. Steve warned the Board that if they do this, they will most likely be opening themselves up to charges of discrimination under the Fair Housing Act. For instance, the Board might decide that a prior felon is not acceptable to rent in the complex. Although felons are not a protected class under the Fair Housing Act, if that person also happens to be in a protected class (race, color, national origin, religion, sex, age or disability), it is very likely that they would claim discrimination. Steve also warned the Board that they would be creating liability for themselves by taking on the responsibility of screening

prospective tenants. If they then decide that a prospective tenant is acceptable and that tenant then is involved in a crime in the complex, the Board will have some liability for making that prior decision. The Board decided that it would be a good idea to get some legal advice on this matter. Steve made it clear that regardless of any legal advice, neither he or Slifer Management will take on the responsibility or liability of reviewing background checks or making any decisions related to approval or disapproval of prospective tenants. He feels that is an owner responsibility.

UNIT A202

There was a brief discussion about problems with the tenants in Unit A202. The problems include too many tenants (up to 8 at a time), coming and going at all hours of the night, too many vehicles, smoking in the stairwell and on the balcony, etc. Steve asked the Board Members for specific information. He will then contact the owners of the unit and inform them that their tenants are making a number of other unit owners very unhappy. Hopefully that will have some positive effect and they won't lease to the same tenants again.

PROPERTY LINE / TREES

Jenni, Joy and Steve went outside to look at the property line between the West Village Condominiums and the Gambel Street Townhouses. Steve had brought copies of the Condominium Maps with him. After the property line was determined, those present determined that there were two cottonwood trees that needed to be removed from the west side of the property line (on WVCA property) and two other cottonwood trees from the east side of the property line (on GSTA property). The Board directed Steve to contact the management of the GSTA and request that they remove the two cottonwood trees that are on their property because of the danger that they will fall and hit persons, vehicles or buildings. Steve called Mike Earl with Old Growth Tree Service and confirmed that OGTS will be removing five more cottonwood trees on WVCA property, including the two referenced above.

LIGHTS

Joy told Steve that a streetlight near the driveway to the east parking lot is out. She also told him that the walkway light near Building D is still not working.

ADJOURNMENT

There being no additional business to transact, the meeting was adjourned.

Respectfully submitted,



Steve Stafford, Community Association Manager