

PITCHFORK ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 24, 2020
VIA ZOOM

Present: John Segal
Jess Legere
Roman Kolodziej
Kathryn Keller
Don Wiseman
Rob Harper, Toad Property Management
Scott Kelley, Toad Property Management

Scott called the meeting to order at 5:15 pm and confirmed there was a quorum.

Roman questioned the make-up of the Board and it was agreed there were two board members from single family residences and three board members from multi-family units in accordance with the Bylaws.

Kathryn made a motion to appoint Roman as President. Jess seconded the motion and it was unanimously approved.

Don nominated himself as Treasurer. Kathryn seconded the motion and it was unanimously approved.

John made a motion to appoint Jess as Secretary. Kathryn seconded the motion and it was unanimously approved.

John and Kathryn would be Vice Presidents.

Scott said Roman had submitted a request to add solar panels. Roman explained trees would need to be cut down in his neighbor's yard and the neighbor had requested the replacement trees be planted on Roman's lot. Roman explained the solar panels would be flush to the roof and installation would be performed by Nunatek Energy. John made a motion to approve the solar panel installation at 102 Horseshoe Drive. Jess seconded the motion and it was unanimously approved.

Prior to the meeting Scott had distributed a current financial report for the master association. John questioned if the Developer had been paying vacant lot dues since inception of the association. Scott and Rob said they would continue to review the governing documents for the Association and also the Colorado Common Interest Ownership Act (CCIOA), review the amounts paid by the Developer and report back to the Board.

John said some owners had requested a detailed explanation of expenses so they could better understand the cost of operating the Association. Don volunteered to work

with Rob and Scott to provide the breakdown and explanation of those expenses. Rob said the software allowed for more or less detailed information and having Don, as Treasurer, review the expenses with Scott and further break down those line items would be useful to owners and easy to prepare.

Rob said quarterly reports were being sent to the Board and it would be easy to see line items running high against Budget and keep owners advised of any areas of concern. Don said he would start reviewing the financial records and give updates to the Board.

Kathryn said parking had been a problem during the Summer and once the new construction at the end of Horseshoe was finished the problem would be worse. Roman said parking was currently public parking and there was a mechanism to allow the Association to take over management of parking from the Town but details and methods of enforcement would need to be reviewed. It was agreed the Association wanted to work with the Town to come up with a workable plan to address parking issues with the Town still maintaining the roads. It was acknowledged some owners could not park in their garage due to the garage being too small to accommodate an SUV or the access to the garage being too restrictive for larger vehicles. Scott agreed to schedule a work session to discuss parking and Roman encouraged Board members to give specific parking matters some consideration prior to the meeting so suggestions and proposals could be presented and discussed.

Rob said a meeting had been scheduled with the Town for Toad representatives and Town representatives to meet on October 1 to discuss snow removal, hauling snow away and where to store snow. Roman said neighboring property would be developed in the future and Roman suggested working with that owner to come up with a mutually beneficial plan which would allow Pitchfork to store some snow on that land. Rob explained the land owner had been approached several times in the past and had no interest in once again allowing snow to be stored on their land. Scott encouraged Board members to attend the meeting with the Town representatives on October 1 to find out more about the equipment the Town intended to use in Pitchfork during the Winter.

Don suggested approaching two additional insurance brokers to compare options and rates. Rob said there were options although the HOA insurance market was small. Rob said Mountain West had access to multiple options and generally had good pricing and he had also had success working with Gallagher and could reach out to them for insurance quotes.

Scott said the metal siding on the townhomes at the entrance to Pitchfork required replacement and Scott asked if the master association would be interested in sharing the cost of replacement of the metal as the two buildings were the entry to Pitchfork. Rob and Scott agreed to prepare an estimate for the work to install metal and Rob said some of the materials would be provided by Toad at no cost.

Don said he would be working with Toad to review expenses and formulate a plan to share detailed financial information with owners. John said owners had expressed concern to him about deed restricted units incurring the same HOA expenses as non-deed restricted units which made the unit too expensive for some local owners and not a good investment. Don explained an owner in Lazy S Condominiums had managed to get a deed restriction released by the County and Rob said foreclosure had allowed the Bank to have the deed restriction lifted. Rob explained some of the history of Townhomes expenses, lack of capital for essential repairs, a large unfortunate lawsuit against the association, exterior painting of one of the larger buildings coinciding with roof leaks in other units had all caused a cash shortage.

Roman explained the housing authority regulations for deed restrictions and said the housing authority had sent a violation letter to one owner of a deed restricted unit in Pitchfork. Roman said the Town would pay closer attention in future Planned Unit Developments as the Pitchfork deed restrictions did make it more difficult to find buyers and unit owners were responsible for the same level of Association dues as non-deed restricted units.

After discussion it was agreed meetings would be on a quarterly basis or more frequently if required. Roman agreed to work with Toad to establish the meeting dates and the Agenda topics. Don said he would meet with Toad to review financial records.

At 6:46 pm Don made a motion to adjourn the meeting. Roman seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management