

**ELCHO IV TOWNHOMES ASSOCIATION  
COMBINED MEETING OF THE BOARD OF DIRECTORS AND MEMBERS  
TUESDAY, DECEMBER 20, 2022  
9:30 AM  
VIA ZOOM**

Present via Zoom: Carl Castillo  
Tim Egelhoff  
Rick Bischoff  
Hannes Gehring, Toad Property Management

The meeting was called to order at 9:33 am and Hannes confirmed there was a quorum.

Tim made a motion to approve the minutes of the December 7, 2021 meeting as presented. Rick seconded the motion and it was unanimously approved.

Hannes said a Budget had been circulated prior to the meeting together with a financial report for 2022. Hannes explained there was approximately \$12,500 in the Operating Account and \$10,000 in the Reserve and said revised financial reports would be sent out as soon as a clerical error had been corrected. Hannes said the Association was in a good financial position and did not require a dues increase at the present time. Tim said he had not received an estimate for landscaping. Rick said he had met with Alpine Landscapes about Spring and Fall cleanup of the common area around the buildings and Alpine would be providing a proposal. Hannes explained the cost could be covered by an assessment prior to including the cost in the Operating Budget for future years or Reserve funds used for one year. Hannes said Toad could also provide a proposal for landscaping. Rick said he would follow up with Alpine Landscapes.

Carl made a motion to adopt the 2023 Budget as presented. Tim seconded the motion and it was unanimously approved.

Rick made a motion to ratify the 2023 Budget as presented. Carl seconded the motion and it was unanimously approved.

Carl said the snow removal was going well and it was generally agreed the machine operator was doing a good job.

Carl asked if trees needed to be wrapped for the Winter months. Tim said when the trees had been planted the landscaper had not recommended wrapping the trees. Hannes said he would follow up with the Toad team to determine if it would be beneficial to wrap the established trees.

Tim said he would continue to monitor snow removal. Hannes confirmed an invoice for the dumpster would be supplied by Cement Creek Condos.

Tim asked if the concrete and asphalt on the driveway had been completed and if payment had been made. Tim confirmed money had been paid through Escrow but it was unclear if there had been any additional money to pay. Tim confirmed flashing had been completed and some paint touch up was still outstanding. Rick confirmed he was still trying to research the paint color for the trim. Tim said he

was willing to reach out to Mike Wright about the driveway to obtain confirmation that the driveway work was completed.

Hannes suggested meeting more regularly than once a year. It was agreed to hold Board meetings twice a year, end of June and December.

The next annual meeting was scheduled for December 19, 2023 at 9:30 a.m. A Board meeting was scheduled for June 27, 2023 at 9:30 am.

At 10:10 am Rick made a motion to adjourn. Tim seconded the motion and it was unanimously approved.

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Prepared by Rob Harper, Toad Property Management