

PEREGRINE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING  
MINUTES  
JULY 11, 2009  
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Call to order:

The meeting was called to order by president, Jim Jadlos, at 4:04 pm, per the pre-determined time and date established at the prior board meeting.

Board Members Participating:

Jim Jadlos  
Terry Hillegas  
Buck Dellinger  
John Nelson  
Dave Pusey  
Paul Murray

Board Member Absent:

Ron Hinton

Others Present:

Mike Miller, Resident Mgr.  
Tom Malmgren, Bus. Mgr.  
Ed and Barbara Duda (303)  
Bob Bloch (302)  
Brian Bowick (301)

Sculpture Idea:

Brian Bowick presented two smaller scale sculpture pieces that he created for the board to look at, as a follow up from the prior meeting. The board endorsed Brian to work up some samples for consideration of placing a sculpture in the middle court yard of the building. The board expressed their thanks to Brian for his work. Concerns expressed were: 1) cost – Brian estimated about \$5,000 to produce a full size piece, 2) interface with the existing deck surface – concern about weight (about 800 pounds, maximum), ability to move if necessary, not damaging the waterproof topping, 3) Vulnerability to vandalism/other damage. The board asked Brian to continue working on his suggested additions to the smaller sample pieces with a plan to show them to the membership at the annual meeting in September. Photos will be taken (Bob Bloch volunteered to take photos) and preliminary ideas will be sent to the membership with the annual meeting notice. Ideas about how to fund this project resulted in a combination of suggestions; pay for from existing Association funds, donations and fund raisers were among the ideas discussed. It was suggested that if a dedication was made of this sculpture, it could assist in the fund raising effort. If above concerns 1-3 are adequately addressed and the concept approved by the membership, installation could occur in the spring of 2010.

Noise transmission between units:

Bob Bloch, the owner of unit 302, addressed the board with an update of what actions he has carried out to mitigate noise transmission from his unit to that of the unit below. Bob showed the board samples of his newly installed carpeting and pad runners that he has placed in his entryway and bathroom areas. The board thanked Bob for his efforts and update.

#### Minutes of Prior Meeting:

Dave Pusey moved that the minutes of the April 4, 2009 minutes be approved as written and distributed. This was seconded by John Nelson and passed unanimously.

#### Financial Report:

Tom Malmgren reported that a \$20,000 CD was established at Alpine Bank. It is a 6 month CD and has an interest rate of 1.45%. The board thanked Tom for getting this in place and encouraged renewal for a longer term when it matures, unless the board changes its policy.

Tom delivered the financial report to the board via e-mail prior to the meeting, along with a proposed 2009-2010 annual budget. Although a slight increase in dues was suggested by Carbonate Property Management, the board felt that with last year's dues increase and looking at the proposed budget, no increase was warranted. The board directed management to reduce the gas and electric estimate for this next year by \$3,500 (down from \$53,100 to \$49,600). Requested increases for manager's compensation and business management fees by 3% were approved. The board suggested management to fine tune the budget with these changes and adjust the amount contributed to the reserve fund. Final discussion of the budget approval was tabled until later in the meeting.

#### Request to address the board by owners of unit 303:

The owners of unit 303, Ed and Barbara Duda, addressed the board with their concerns and criticisms of the resident manager. They asked that their comments be received as a formal complaint. Past interaction between them and the resident manager have evolved to a point of harassment, in their opinion. The board listened to the comments and apologized for their experience. The board committed to discuss this with the resident manager and address the issues raised. The Duda's thanked the board for listening and left the meeting.

The board discussed the comments heard, adding some of their own concerns about interaction between guests, owner guests, owners and the resident manager. It was agreed that one of the board members (Buck was appointed) and Tom will meet with Mike to review this matter.

#### Budget Approval:

Dave moved that the budget be modified by reducing the gas and electric line item by \$3,500. Proposed increases for management to be approved. Management will recalculate the operating fund budget to reflect these changes. Any adjustment necessary to the amount contributed to the reserve fund will be made to produce a balanced budget. Motion was seconded by Jim and passed unanimously. The board stated that while they all have confidence in the business manager and services provided, a review of future increases will be looked at in detail.

#### Manager's Report:

Mike reported that the deck surface on the main courtyards is in the process of being worked on. A fairly large area has been identified at the base of the steps adjacent to unit 102 that Mike questioned whether the board wished to have corrected now or wait. The board asked Mike to have this addressed along with the other work in process. Dave

stated that a 'spongy' area was identified on the deck of unit 301 and asked that it be looked at by the repair company.

A roof leak into unit 304 has been inspected and corrected by Roofing Services. While we thought we had this solved last fall it was not totally corrected. It is now believed, after a water test, to be resolved. John Nelson asked Mike to look at unit 107 adjacent to the fireplace area where a water stain has been noticed.

Mike reported that he has met with a representative of Platte River Capital Projects (company that painted the exterior of the complex last summer) regarding their 3 year touch up warranty. They intend on communicating a schedule to Mike in the near future to take care of the areas he pointed out to them.

The board asked Tom and Mike if the questions raised at the prior meeting regarding boilers have been answered by the contractors who submitted proposals. These questions have not been addressed. Regarding the boiler discussion, Tom and Mike reported that one Mechanical Contractor contacted to submit a bid, responded that they would not submit a proposal until and unless the association hired a heating engineer to provide exact specifications as to what new equipment would be installed. The board discussed this and agreed that an RFP should be developed by a heating engineer/expert so that we obtain bids that are based upon the same equipment. Management was directed to seek bids from heating engineers for services to develop an RFP to circulate to mechanical contractors. All agreed that the need to seek out expert direction for this was a prudent decision. Tom mentioned that the Community Association Institute has been an excellent resource for similar services. He will pursue bids from this and other sources.

#### Old Business:

Table and chairs for the common deck discussed at the last board meeting remains an outstanding issue. After discussion, the board endorsed Buck's offer to purchase a table and chairs of his selection and deliver them to Copper. At the last meeting an estimate of \$1,500 was approved by the board. Thus, Buck will follow through with this project.

The owners of unit 301 submitted a formal request to have the bench outside of their entry door approved by the board. The fire department inspected this installation and confirmed that there were not any issues with this bench violating fire code access. Jim Jadlo moved that the formal request to approve this bench be approved by the board of directors. Paul Murray seconded the motion which was approved by the remaining board member, except Dave Pusey (owner of unit 301) who abstained.

Jim asked Mike if the leak from unit 109 into the garage has been resolved. Mike responded that he was not certain what was done, but he has not observed any further leakage at this location.

The board thanked Tom for including the notice about carbon monoxide alarms with the most recent dues billing. This information will be posted on the website, at the board's request.

Weather proofing responses:

Jim asked if we had received owner responses about the weather proofing of entry doors highlighted in the last set of minutes. Tom answered that several owners did respond. Units on the list are: 107, 201, 205 & 301.

Carpeting in ground level hallway:

Buck noted that since the mats have been removed in the hallway from the garage to the elevator, that rolling of the luggage carts and overall appearance is better. He suggested that rather than replacing this carpeting with wall to wall product in the future we should consider 12 x 12 or 18 x 18 carpet tiles. He has observed this type of installation in many newer buildings and feels it would work well at Peregrine. The board discussed that they do have extra existing carpeting to replace this area when needed, but liked Buck's idea for the future.

Fire Inspection:

Tom made a copy of the recent Fire Department inspection and complimented Mike for having everything in excellent condition to minimize the items on this list. The biggest item for consideration and approval by the board was a fire proof storage container required for gasoline and/or other flammable materials. The board endorsed the purchase of this required item if not exceeding \$700.

New Business:

A formal proposal was received from Paul Murray the owner of unit 304 regarding approval of his plans for a remodel of his condominium unit. Jim thanked Paul for his request and suggested that the board prepare a set of standard questions in response to all remodel requests. He used the questions that he communicated to the owners of unit 303 recently as a proposed set of questions.

Jim's list included the following items:

- 1) Will any alterations affect the outside appearance of your unit?
- 2) Will there be plumbing / electrical changes?
- 3) Is the heating system in your unit being modified in any way?
- 4) Will the modifications require turning off any water, electric or heat for long or short periods?
- 5) Will any floor surfaces be replaced? If so, what is being removed and what will be the replacement material? Specify for each area.....
- 6) What are the beginning and ending dates for the work and during what hours will work be performed?
- 7) Who will do the work?
- 8) Has the contractor read and agreed to the guidelines for contractors?

24 hours before each work period, post a notice in the elevator and on the garage side of the door to the corridor, ground floor, stating that work will be performed.

24 hours before each interruption of any utility, post a sign on each affected unit's door and in the elevator and on the garage side of the door to the corridor, ground floor, stating what will be interrupted and for how long.

The board's discussion of this list of questions and procedures led to a lengthy interaction of requirements.

The board went through this list of questions with Paul, regarding his project in unit 304. One topic that had not been addressed in the review by the board of where carpeting and hard surface flooring could or could not be installed was the flooring of lofts within individual units. Since the impact of a hard surface floor in a loft of a condominium unit would likely only impact the first level of that specific condominium unit, the board felt it was reasonable to allow this to occur. Paul is planning hardwood flooring in his loft level. Hearing the concerns of this during the discussion, Paul committed that if an adjacent unit to his unit 304 was negatively impacted with unreasonable noise that he would commit to placing an area rug over the flooring.

Resulting from this discussion and based upon prior experience, the board agreed; upon receipt of a request and after review by the board a formal letter will be sent to the owner/applicant, from the business manager, with all of the attachments of the proposal and findings of the board. If the board approves such proposals by e-mail, such approval will be re-affirmed at the next scheduled board of director's meeting. Additionally, both the owner and contractor will confirm that they have read the contractor guidelines. Contractors currently do obtain the guidelines form from the resident manager at the start of a project. The board asked Mike if he would spend more time discussing the full scope of the project with the contractor at the time the guideline's form is presented.

In response to Jim's proposed questions and more specifically the suggestion of requiring 24 hour notice of work to occur, the board communicated a wide array of opinions. The 24 hour notice is proposed to ensure adequate notice to building occupants that construction noise will occur which may render their units unusable. The notice would also be somewhat in conformance with the Condominium Declaration 13.4 which speaks to peaceful possession and use of units and prohibits any sound which interferes with another owner's enjoyment. Questioning if it is reasonable and realistic to expect a contractor to comply with such a requirement was raised as was the possibility of encouraging or even limiting construction to shoulder seasons. The board agreed that for unit 304's project an anticipated schedule will be supplied to the association by the owner and/or his contractor and that the schedule, when noisy construction can be anticipated, will be posted in the elevator 24 hours in advance of each such day.

After covering the questions with Paul the board voted to approve the upper bathroom portion of his request. The approved period of construction is for July 13 through July 21 only; specific days and times of construction in accordance with Construction Guidelines. Motion was made by Jim, seconded by Buck and approved by all board members except Paul, who abstained from the vote.

**ITEMS 1 THROUGH 8 ABOVE AND THE TWO 24 HOUR REQUIREMENTS, WITH MINOR MODIFICATIONS, WERE ADOPTED BY THE BOARD.** These will be posted on the website as will areas approved for installation of hard surfaces.

Next Meeting:

The next board of director's meeting will be held at 8 AM on September 6, 2009. The meeting will be held at the office of Carbonate Real Estate in Summit House East. The annual meeting of the membership will be held at 9:30 AM on September 6, 2009.

The board instructed Tom to send out notice of the Peregrine Homeowner's Party on the evening of September 5, 2009 along with the annual meeting notice.

Adjournment:

There being no further business, the meeting was adjourned at 7:30 PM.

Respectfully submitted,

Accepted,

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Thomas J. Malmgren, Business Manager

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James P. Jadlo, President