

# Park East Subdivision Homeowners Association

## RECORD OF PROCEEDINGS

**TUESDAY, DECEMBER 10, 2019, 6:30 P.M.  
SOPRIS ELEMENTARY SCHOOLHOUSE  
GLENWOOD SPRINGS, COLORADO**

### **ANNUAL MEETING OF MEMBERS**

**The 2019 Annual meeting of members of Park East Subdivision Homeowners Association, Inc. (the “Association”) of Garfield County, Colorado was called and held on December 10, 2019, in accordance with the applicable statues of the State of Colorado, with the following persons present and acting:**

#### **ATTENDANCE:**

##### **Directors**

Tony Fry, President-was unable to attend  
Edwin Piper, Vice President- was unable to attend  
Dendy Heisel, Secretary  
Karen Stowe, Treasurer- was unable to attend  
Carlos Ulloa, Director-was unable to attend

##### **Owners present**

Scott Schreiber                      Rick Rossow  
Joslyn and Gabriel Joannes  
Gary and Tricia Haas

##### **Owners represented by Proxy were:**

Libby Bohanon                      Dan Roper  
Scott Grosscup                      Jan Teige  
Marlis Laursoo                      Debra Roof  
Nancy Boyer

**ALSO PRESENT WAS:** Keith Edquist, of Edquist Management and Real Estate, LLC,  
Association Manager

#### **CALL TO ORDER/ NOTICE AND QUORUM**

Manager Edquist called the meeting to order at 6:40 p.m. and thanked all those present for coming. He introduced Secretary Heisel and then asked owners to introduce themselves. He then said that proper Notice of the Annual Meeting had been mailed and that those present in person and by proxy did not represent a quorum of owners. Twelve owners were represented and a quorum requires forty three. The meeting and the business of the Association will proceed as it has in similar situations in the past.

#### **CONSIDERATION**

The minutes from the Wednesday, December 13, 2018 Annual Meeting were presented for consideration and approval. It was moved, seconded, and all were in favor of approving the minutes as presented. These will be posted to the website: [parkeasthoa.com](http://parkeasthoa.com)

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## MANAGEMENT REPORT

Irrigation system/landscape vendors/backflow devices-

Mr. Edquist said the landscape contractor Park East used last year had been retained for this year, that he was responsible and good to work with. All zones were turned up by mid-May and checked. Weekly adjustments to correct dry spots were made over the summer. There are some remaining issues with re-positioning of heads, and two or three sections still need excavation to repair control valves and system leaks. It was note that edging of the turf on the sidewalk and gutter needs to be performed, as grass has overgrown these margins by 5-6 inches in many areas.

In respect of private irrigation on the homes, Keith reminded owners that an annual back-flow device inspection is required by the City. He said he had a listing of licensed servicers, but that this responsibility falls on owners and not on the Association.

Street trees/bears/storm drains/snow removal/truck traffic/other reminders-

Mr. Edquist said ash trees in Park East had been diagnosed with an insect problem which had caused two ash trees to die. Those 16 remaining planted between the sidewalk and street have been treated, and will be treated again this coming year. This has added a component of additional expense to the budget this year.

He said bears have been a problem in the neighborhood and that this had continued this year. It is important to remove all their food sources, particularly trash receptacles, which should not come out until the morning of pick up day, and be returned into, and stored in, garages. He reminded owners that City ordinance requires removal of snow from the sidewalks in front of homes within 24 hours of snow fall.

Mr. Edquist said truck traffic along Sky Ranch Drive had caused no further incidents since placement of signage and physical deterrents in the South Sky Ranch Drive cul de sac. This remains a potential issue, as buildout of commercial enterprises continues south of the subdivision. Ultimately, construction of the South Bridge accessing Highway 82 may also complicate this picture.

Design Review/trash and recycles collection/practices-

Edquist reminded owners of the Design Review function in Park East, under which any changes to the exterior of a home or lot are to be reviewed and approved by the Design Review Committee. He said the process was simple and should start with owners contacting him in advance of making improvements. He then forwards requested information to the committee members and generally receives responses within a week. He noted that even restraining a home in the same colors should be submitted to the DRC, and that for this there is no review fee.

Keith spoke briefly about trash and recycling services, and a new contract with the current vendor, which resulted in a reduction of expense in this line item for the budget this year. He said there will be direct charges to owners for putting out too much trash, and that owners using two wheeled totes will be charged for the second bin. He said there is a single vendor used for trash and recycle services in Park East, and to contact him should service need to be changed, transferred to a new owner, or if totes or recycle bins need replacement.

In response to a question regarding the sewer lift system on Ouray, there exists a reserve account to fund repairs, which was still comfortably funded at about \$18,000. The 25 homes served by

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this lift have not been assessed for funding this reserve since 2012, but there will shortly come a time when that assessment will have to be levied on those owners. Those homes are on lots 2, 28-37, 42-44, 70-79.

## BUDGET DISCUSSION

At this time a consideration of the proposed budget and assumptions began. Owners had been mailed this budget and the assumptions justifying each of the line items, and these were available at the meeting. Little had changed from the 2019 budget, with the exception noted above in regard to trash services and tree maintenance. Management fees were also increased after 3 years to the amount extant in the 2012 budget. There followed a motion to ratify the 2020 budget at the proposed assessment level, which passed without dissent. All proxies received were in favor of the budget and were voted in that manner by Directors holding proxies for these owners.

## OLD BUSINESS

None

## NEW BUSINESS - ELECTION OF DIRECTORS

The next order of business was the election of directors. Director Stowe's term is at an end this year. Manager Edquist called for nominations, with self-nominations allowable. Owner Christine Zanjani-pour was nominated. Christine was elected by acclamation of those present and was welcomed to the Board for a 3 year term, which will end in 2022. Dendy Heisel, Edwin Piper and Tony Fry's terms end in 2020. Directors Ulloa's term ends in 2021.

The Board will determine its officers for the 2020 fiscal year at their next meeting.

## ADJOURNMENT

There being no further business to come before the Board or ownership, the meeting was adjourned at approximately 7:15 p.m.

Respectfully submitted,



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Keith M. Edquist  
Edquist Management and Real Estate, LLC  
Secretary to the Meeting

PARK EAST SUBDIVISION HOMEOWNERS  
ASSOCIATION, INC.

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Tony Fry-President