**ADRIEL HILLS CONDOMINIUM ASSOCIATION**

**OPERATIONS COMMITTEE MEETING**

**THURSDAY, FEBRUARY 4, 2016**

**Call to Order:** The Operations Committee Meeting was called to order by Co-chair Bill Lauer at 10:00 am.

Committee Members Present: Ruth Boothe, Larry Cecil, Reg Hayworth, Robby Laitos, Bill Lauer, Kelsey Smith, and Alan Sneider

**Also Present:** Ralph Pankey, Property Manager

**Introduction of Recording Secretary:** Sharon Siman

**Distribution of Operations Committee Contact List**

**Homeowner’s Comments, Correspondence:** None

**Approval of January Minutes:**  Kelsey made motion to approve the January minutes, Robby seconded, motion passed.

**Manager’s January Review:**  Ralph began his review to the committee with the introduction “The Board of Directors and management will continue to move the community forward”.

Ralph updated the Operations Committee on the recent decision by the BOD to purchase irrigation water. Though decisions on the water purchase possibilities are the responsibility of the BOD with Water Committee input, Operations Committee members asked that the communication lines be kept open.

The Manager’s January Review also included the non-owner resident amendment involving a future cap on rentals. Kelsey expressed concern that mortgage companies might be opposed to a cap limiting future buyers. Ralph clarified with further information and will forward Adriel Hills’ attorney information on this to Kelsey.

Ralph reported the roof and gutter icing and ice damming is more significant this year with the freeze and thaw of a more severe winter, also causing issues with ice on the drives (pans) and walkways. Safety is the priority. Heat tape was discussed with Alan questioning the need for a policy designating responsibility. The association is responsible for common elements and homeowners are responsible for their own (limited common elements). Ralph stated heat tape is time consuming and expensive to install and maintain; he is interested in minimizing the overall cost to the community as not all homes have the same severity of need.

He informed the committee of issues with the snow plow contractor whose contract will be terminated. Management is in the process of discussing options for the rest of the winter. In spite of the snow plow contractor issues, the rest of the crew was able to get the community up to speed and in good shape within 24 hours of the end of the recent storm. The committee members agreed that Adriel Hills was in much better condition than the rest of Fort Collins.

**Old Business:**

* **Dumpster Enclosures:** Ruth distributed proposals utilizing Berridge Dumpster Enclosures for two enclosures. Berridge product is made with architectural metal panels and light-gauge framing. Also discussed was adding to the existing concrete pads, cinder block walls where retaining is required, and parking bumpers. The original estimate was $6000, but Ruth’s proposal may come in under that amount. She will establish costs for the next meeting. Bill stated the committee will vote on the proposal at the next meeting and complimented Ruth on her effort.
* **Speed Control:** Ruth made a motion to recommend to the Board of Directors that we use a mobile speed control/reminder device. Alan seconded, motion carried. There was suggestion to consider a camera as an enforcement method. The committee is unanimously against speed bumps.

**New/Other Business:**

* **Sewer Repair:** Reg asked for a statement regarding Association/homeowner responsibility for sewer repair. Ralph stated there will be a policy statement in the revised Rules and Regulations.
* **2016-2017 Draft Budget:** Ralph presented the proposed budget draft and asked for questions/comments. Ralph reminded the committee that the operating budget and the reserve funding are two separate things. Reg asked about the increased costs in landscape maintenance. Ralph explained that some of the line items have been moved to be included under landscape maintenance, such as shrub pruning, fertilizing, weed treatment and leaf and gutter clean up. Taking into account the increase in hourly pay for seasonal labor, management is looking at outsourcing more of the landscaping and has requested bids for a specific package from landscape companies. The committee was asked to review the proposed budget for the next meeting.

**Adjourn**

Meeting adjourned at 12:15 p.m.

Respectfully Submitted,

Sharon Siman, Recording Secretary