


COBBLESTONE TOWNHOMES HOA
BOARD MEETING
October 19, 2022

Minutes of the Board Meeting of the Cobblestone Townhomes HOA, Pagosa Springs, CO, held by Zoom at 4pm MT.

- I. CALL TO ORDER
- II. ROLL CALL
 - A) DIRECTORS: Kristin McCollam; Dick Roberts; Steve Ward
 - B) HOMEOWNERS: Kristin McCollam #1, Tammy Walters and Dina Jackson #3, Steve Ward #4, Dick and Cathy Roberts #5, Bill and Lauren Phillips #6, and Bruce Stuart #8.
- III. PROOF OF NOTICE OF MEETING

Kristin McCollam sent notice of the meeting by email on October 10, 2022, to all directors and owners.
- IV. APPROVAL OF MINUTES

Steve Ward moved to approve the September minutes, Dick Roberts seconded, and the motion was unanimously approved.
- V. MANAGER'S REPORT - None
- VI. OLD BUSINESS
 - A) CC&R update status – Dick Roberts would send out before October 31.
 - B) Reserve study status – There was discussion on increasing dues for reserve to use in case of emergency.
- VII. NEW BUSINESS
 - A) Ice melts systems – Attached are the proposals for the system and units to be affected.
- VIII. FINANCE
- IX. ADJOURNMENT – Meeting was adjourned when Zoom time limit occurred.


Secretary

Ice Melt Proposals

October 19, 2022

Summary

- Ice Melt Systems are Expensive, Bids do not include Electrical
- HOA docs read as this is a Limited Common Element Utility/Mechanical system
- Investigating Hot Edge vs Gutter Melt vs Manual via hot water pressure washer
- From HotEdge Website
 - a. **Hot Edge** - Simple, Low Cost to Purchase and Install, Low Cost to Operate, Easy to Maintain, Easy to replace Heat Cable, UL Listed, and Effective.
 - b. **Zig Zag Heat Tape** - Simple, Low Cost to Install, Higher Energy Consumption (2x minimum), Difficult to Maintain, Requires Penetration to Roof Deck (which voids most asphalt shingle warranties), Not Visually Appealing for Most, Does Not Heat Edge on a Continuous Basis and Rarely Effective.
 - c. **Manual** - HE contractor has hot water pressure washer to melt ice dams where he can reach. \$/hr TBD
- Bid comparison difficult. Using 10, 11, 12
 - Hot Edge \$14,306.52
 - Includes on/off sensor, GFPE
 - Dedicated 30 Amp breaker needed per code
 - Have external breaker box that can run off of the wiring of the existing plugs.
 - Electrical infrastructure not included.
 - Gutter Melts \$13,562.50 + \$2550 (\$850x3) = \$16,112.50
 - Needs 240v based on amount of cable. On/off sensor is extra.
 - Dedicated 30 Amp breaker needed per code. Elect infrastructure not included

Ice Melt System Bid Comparison

Comparison	Hot Edge	Gutter Melt
Units 10, 11, 12	\$14,306.52	\$13,562.50
On/Off Sensor	included	\$2,550.00
Electrical	no included	not included
Total w/o Electric	\$14,306.52	\$16,112.50

Unit	Hot Edge	Gutter Melt
1	TBD	\$4,329.81
2	TBD	\$4,112.50
3	TBD	\$3,937.50
4	TBD	\$4,573.75
5	TBD	\$4,573.75
6	TBD	\$4,573.75
7	TBD	\$4,573.75
8	NA	NA
9	NA	NA
10	\$1,726.00	\$3,937.50
11	\$7,229.85	\$3,937.50
12	\$5,350.67	\$5,687.50
13	NA	NA
14	NA	NA
15	NA	NA
16	TBD	TBD

How our CCRs address Ice Melt Systems

- BOD review of CCRs shows Ice Melt systems as a “utility system” or “mechanical system”
- If the improvements are designed to serve fewer than all the Units, 2.1(ii)(i) says they are a LCE, and 2.1(r)(A) indicates that the cost would be a “Common Expense.”
- 7.2 (a) gives the Board authority to determine the percentage of Common Expenses related to LCEs.
- 7.4(e) gives the Board the authority to levy a General Assessment for Common Expenses “exclusively against the Units benefited thereby, equally or in any other equitable proportions as the Board of Directors deems appropriate. . . . [A]ny Common Expenses attributable to a Limited Common Element shall be shared on a pro rata basis among the Units to which such Limited Common Element is appurtenant. [This last sentence seems to be at odds with the preceding language about “equitable proportions,” but we have ample working room to avoid a conflict.]
- Alternatively, the board could call for a Special Assessment pursuant to 7.5(a) and 7.5(b) for the cost and allocate it against the benefitted Unit Owners, equally or in any other equitable proportions as the Board deems appropriate.
- 8.8 allows the HOA to provide utility service not described in the CCRs and allocate the expenses in any reasonable and equitable manner, subject to a veto at a meeting of members by 67% of the all the members (not just those participating in the meeting)

Gutter Melt

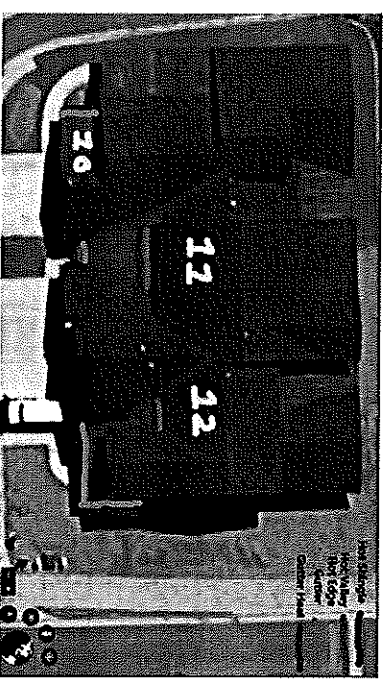
GutterMelt Heat Trace Cables from Heatizon Website

- Needs 220 based on linear feet required. 30 amp breaker required per code. Bid includes manual switch with red light for on/off.
- Self Regulating low to high (not on/off). On/off sensor is \$850/unit, not included in current bid
- Much better than what we have today. 12 Watts vs Existing 1-3 Watts
- Bid notes expected cost to run is \$0.30 / hour
- Units 4-7 share the costs and include a cold rolled steel gutter that will match the rusted look. #8 advised no problems, nothing needed.
- He confirmed that the heat cable would go beyond where existing is to include the areas where ice builds, i.e. where shingle/metal roofs meet. I thought #12 looked high compared to 10 & 11 so he was going to relook at the amount of cable needed.
- Bid details at: https://www.dropbox.com/sh/464guv39hawctzf/AAB2Clsg9_JAeB1eyX2Z12Lgga?dl=0

Hot Edge

HotEdge Website

- Newer technology. Less trace cable, significant energy savings
- Metal edges seems like it would last longer
- Available in 110v or 220v
- On/Off sensor included
- To be Code compliant, needs dedicated 30 amp breaker.
- Bid includes GFPE 1/2 CIRCUIT GROUND FAULT PROTECTION UNIT
 - The **ASE GF-1** and **GF-2** provide an inexpensive, easy to integrate answer for your GFPE requirements. Each **GF** unit affords GFPE protection for one (**GF-1**) or 2 (**GF-2**) 120/208/240VAC circuits up to 60A. The unique design allows installation of your own **standard, off-the-shelf** overload breaker into the customer load center. Size the breaker and wiring for your system, anywhere from 15A to 60A. Then install the **GF** unit between your load center branch circuit and the sensor/controller and heat cable. Your overload breaker protects the wiring. Our **GF** unit provides the Ground Fault Protection.
- Option for external breaker box that can be installed and still run off the wiring of existing plugs. Licensed electrician required.
- Bid details at: https://www.dropbox.com/sh/3lkepl8eehaddevu/AAD82eiAPmjfuA_CEYPGjHQA?dl=0



4:22 PM
 10/03/22
 Accrual Basis

CTHOA
Profit & Loss Budget vs. Actual
 January through September 2022

	Jan - Sep 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4203 · HOA Dues			
4203-01 · Operating Income	43,112.93	43,100.00	12.93
4203-03 · Monthly Statement Fee	0.00	0.00	0.00
4203-05 · Bank Transfer Fee	90.00	0.00	90.00
4203 · HOA Dues - Other	0.00	0.00	0.00
Total 4203 · HOA Dues	43,202.93	43,100.00	102.93
4205 · Special Assessment	0.00	0.00	0.00
4208 · Annual Rental Fee	700.00	800.00	-100.00
4210 · Late Fees	569.76	0.00	569.76
4212 · Non-Compliance Fees	0.00	0.00	0.00
Total Income	44,472.69	43,900.00	572.69
Gross Profit	44,472.69	43,900.00	572.69
Expense			
Merchant deposit fees	12.00		
6000 · Bank Service Fees	0.00	100.00	-100.00
6016 · Fees/Permits/Licenses	294.00	200.00	94.00
6018 · Web Hosting	0.00	350.00	-350.00
6020 · Insurance - Liability	6,680.80	8,400.00	-1,719.20
6030 · Office Supplies	19.99	100.00	-80.01
6040 · Professional Fees			
6040.02 · Accounting	1,401.00	2,800.00	-1,399.00
6040.03 · Legal Fees	130.00	2,000.00	-1,870.00
6040.04 · Engineering	972.50	0.00	972.50
6040.05 · HOA Management Fee	0.00	2,400.00	-2,400.00
Total 6040 · Professional Fees	2,503.50	7,200.00	-4,696.50
6045 · Building & Ground Expenses			
6046 · Landscaping HOA	9,719.78	7,500.00	2,219.78
6047 · Tree Removal	0.00	0.00	0.00
6048 · Winterizing	0.00	550.00	-550.00
6049 · Snow Removal	500.00	3,000.00	-2,500.00
6050 · Source Gas	0.00	200.00	-200.00
6051 · Repair & Maintenance	2,988.48	1,500.00	1,488.48
6045 · Building & Ground Expenses - Other	0.00	0.00	0.00
Total 6045 · Building & Ground Expenses	13,208.26	12,750.00	458.26
6060 · Utilities			
6061 · LPEA	224.20	500.00	-275.80
6070 · PAWS	4,734.38	9,500.00	-4,765.62
Total 6060 · Utilities	4,958.58	10,000.00	-5,041.42
6100 · Contingency	0.00	4,000.00	-4,000.00
Total Expense	27,677.13	43,100.00	-15,422.87
Net Ordinary Income	16,795.56	800.00	15,995.56
Other Income/Expense			
Other Income			
6200 · Reserve Income			
6230 · Reserve Dues	34,510.35	34,500.00	10.35
6270 · Interest Income	58.33	0.00	58.33
Total 6200 · Reserve Income	34,568.68	34,500.00	68.68
Total Other income	34,568.68	34,500.00	68.68

4:22 PM
10/03/22
Accrual Basis

CTHOA
Profit & Loss Budget vs. Actual
January through September 2022

	<u>Jan - Sep 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other Expense			
6300 - Reserve Expenses			
6310 - Maintenance	7,900.00	0.00	7,900.00
6315 - Equipment	150.00	0.00	150.00
Total 6300 - Reserve Expenses	<u>8,050.00</u>	<u>0.00</u>	<u>8,050.00</u>
Total Other Expense	<u>8,050.00</u>	<u>0.00</u>	<u>8,050.00</u>
Net Other Income	<u>26,518.68</u>	<u>34,500.00</u>	<u>-7,981.32</u>
Net Income	<u><u>43,314.24</u></u>	<u><u>35,300.00</u></u>	<u><u>8,014.24</u></u>