

**FOREST HAUS CONDOMINIUM HOMEOWNERS ASSOCIATION**

June 11, 2016

Winters continue to be mild although December was quite cold and we experienced several late spring snowstorms.

All of the problems enumerated in the June, 2015 report were fixed as noted. We experienced several problems over the past year. Several garage door problems, one of which took much longer to repair than acceptable. An updated version of the keypad system in garage 1 was installed that appears to have corrected an intermittent problem. The garage 2 keypad/remote problem resurfaced and has been repaired.

The larger of the two boilers failed during the winter; suprisingly, the smaller boiler kept the heat and hot water systems going with no complaints. The larger boiler igniters were replaced as were both burners which turned out to be cracked. Since then there have been no problems with the boilers. During the winter the town of Breckenridge turned off the water in High street for a short period that resulted in an air lock in the hot water lines serving the north end of the building. This took a couple of days to diagnose and correct. There was an electric current problem in garage 2 that disabled the heat tape, snow melt pump and Wi-Fi. A new receptacle and pigtail wiring resolved the problem.

There was water damage in the ceiling of unit 111 that was traced to an earlier remodel of unit 211. The ceiling was repaired and it was determined there was no current leak from above. A couple of zone valves were replaced during the year and a water leak in unit 109 was repaired.

In December someone entered the property through the pool room / patio door without a key, destroying the door and damaging the frame. A new door was installed; this one with a half light glass panel instead of the full glass panel in the previous door. At the same time the glass top table in the rec room disappeared. It was not replaced.

There is a small section in the swimming pool that has been patched several times over the years. Recently the epoxy paint began to chip in that area. Repair was effected through the use of an underwater epoxy. It appears to be holding.

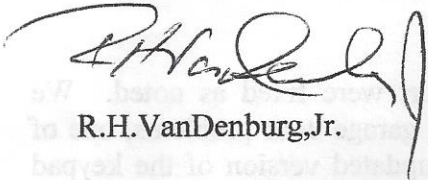
Being an even-numbered year we were scheduled to have the building drains cleaned in the fall. Due to some blockages between the building and the town sewer system, we had the drains cleaned in May. All are flowing properly now.

With respect to future projects, the replacement of the garage windows, approved several years ago, has not been completed. Last year I recommended that the rocks in front of the building be removed, the ground recontoured to place the rocks back from the sidewalk, a new ground cover be installed and the rocks replaced, adding as many as necessary. A bid of \$3000 was obtained last fall but the work has not been authorized. After this winter the situation is much worse as the town sidewalk snow removal has caused significant additional damage. I strongly recommend this be attended to before the coming winter.

June 11, 2016

A couple of years ago it was suggested by our roofing contractor that a new building roof was probably five years off. That makes it now three years off although this year we did not appear to have suffered any damage.

Respectfully,



R.H. VanDenburg, Jr.



**FOREST HAUS CONDOMINIUM OWNERS ASSOCIATION  
PO 1055, BRECKENRIDGE, CO 80424**

**ANNUAL MEETING – JUNE 11, 2016**

The meeting was called to order at 9:30am by Tony Carosa, president

**Roll Call** – Units Present –103, 104, 105, 107, 108, 109, 111, 112, 201, 202  
206, 207, 208, 211, 212, 213

Units represented by proxy – 101,106,113, 209

Units not attending and no proxy –102,110, 203, 204, 205, 210

There was a quorum, so the meeting could proceed.

**Approval of Previous Minutes** – Barb Chamberlain (Unit 108) made a motion to approve the minutes and Kristy Thompson (Unit 207) seconded the motion and there were no objections.

**Manager's Report** – A copy of his report is attached to the minutes. There is a noise in the boiler room which is not constant, so he has not been able to determine what the cause and will get it checked out. Garage 2 remotes will be reprogrammed since they have not been working after some work on the opener. There were not problems with the roof this year, but some research will be done to determine replacement cost.

**Treasurer's Report** –

**Balance 5/31/2016**

**Bank of the West      \$38,161.38**

It was a good year with expenses under estimates, so \$10,000 was added to the Future Improvement Fund along with the \$7800 from the assessment. There were no Capital Expenditures aside from the Grill purchased from the Clean-up Day Fund.

**Old Business** –

**Policy Documents** – The 9 policy documents required by the State been signed by the president and secretary and will be executed and copies will be sent to owners.

**Revise Rules & Regs** – Copies of the Rules and Regulations with the changes that were discussed last year were distributed. Tony asked to review and submit any comments. The Board will enforce the Parking Area Rule which only allows for motorized vehicles and bicycles to be in the space. Notice will be sent out

and all must comply by June 30. Fines will be assessed to owners for any non-compliance.

## **New Business-**

**Approve Budget** – The budget for next year was based on dues of \$375. It would leave about \$5000 in reserve if everything was within the estimates. Glen Alleman (Unit 104) made a motion to continue the \$25/month assessment for next year. Trevor Willms (Unit 112) seconded it and there were no objections. That will increase the Future Improvement Fund \$7800. Barb Chamberlain (Unit 108) made a motion to accept the budget. Sam McCleneghan (Unit 206) seconded it and there were no objections.

**Rock Borders** – Dick had a bid for \$3000 to remove, recountour from the sidewalk, since the snow plower keeps hitting them, and replace with new ground cover. Sam McCleneghan will get a couple of other bids and we will get it done this year.

**Volunteer to audit books** – Rob Ladewig (Unit 201) agreed to do the job.

**June 12, 2017 was set for the next annual meeting**

**Election of 2 Board Members – 3 Year Term 2016-2019**

Barb Swider (Unit 103) agreed to continue and Laura Steele (Unit 211) volunteered to serve. Kristy Thompson made a motion to elect them, Glen Alleman seconded it and the vote was unanimous

## **ADJOURN –**

Scott Weirich (Unit 213) made a motion to adjourn the meeting at 10:16am. GlenAlleman seconded and all were in favor.



Barb Swider,  
Sec./Treas.  
Forest Haus Board of Directors



**FOREST HAUS CONDOMINIUM OWNERS ASSOCIATION**

**AGENDA FOR ANNUAL MEETING - JUNE 11, 2016 9:30 A.M.**

**1. INTRODUCTION AND ROLL CALL**

**2. APPROVAL OF PREVIOUS MEETING MINUTES**

Copy available to read

**3. MANAGER'S REPORT**

**4. TREASURER'S REPORT**

**5. OLD BUSINESS**

Rules & Regs

**6. NEW BUSINESS**

Owner Comments

Approve Budget

Set date for 2017 Annual Meeting - June 12

Volunteer to audit books

**7. ELECTION OF 2 BOARD MEMBERS**

3 Year Term 2016-2019

Barb Swider

Nominations from the floor

**8. ADJOURN**

<b>BUDGET DETAILS FOR FHCOA 2016-2017</b>	<b>Budget 2015-2016</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>
<b>Revenue</b>			
Owners Dues	\$112,500.00	\$105,775.00	\$112,500.00
Pre-paid dues 2015-2016		\$6,725.00	
Assessment 2015-2016	\$7,800.00	\$7,800.00	
Laundry	\$2,500.00	\$2,495.41	\$2,500.00
Locker Rent	\$380.00	\$355.75	\$380.00
Garage Rent	\$1,080.00	\$1,120.00	\$1,800.00
Pre-paid Garage rental 2015-2016		\$270.00	
Misc Income		\$10.75	
Clean-up Day Assess/Donations		\$700.00	
<b>Total</b>	<b>\$124,260.00</b>	<b>\$125,251.91</b>	<b>\$117,180.00</b>
<b>TOTAL REVENUE</b>	<b>\$124,260.00</b>	<b>\$125,251.91</b>	<b>\$117,180.00</b>
<b>Operating Expenses</b>			
<b>UTILITIES</b>			
X-Cel Energy	\$30,000.00	\$23,414.78	\$25,000.00
Water	\$5,100.00	\$5,031.37	\$5,500.00
Sewer	\$8,112.00	\$8,112.00	\$8,112.00
Refuse	\$3,900.00	\$3,999.45	\$4,000.00
Recycling	\$1,150.00	\$1,179.20	\$1,200.00
Cable	\$13,250.00	\$13,213.66	\$13,500.00
Wireless	\$1,080.00	\$1,018.44	\$1,080.00
<b>Utility Total</b>	<b>\$62,592.00</b>	<b>\$55,968.90</b>	<b>\$58,392.00</b>
<b>MAINTENANCE &amp; REPAIRS</b>			
Maintenance Manager	\$16,000.00	\$16,250.00	\$16,600.00
Cleaning	\$5,275.00	\$5,400.00	\$5,400.00
Supplies	\$50.00	\$281.21	\$225.00
Bldg M & R	\$7,500.00	\$6,578.67	\$7,000.00
Irrigation Maintenance	\$350.00	\$207.00	\$350.00
Snow Melt Boiler	\$500.00	\$459.93	\$500.00
Roof Maintenance	\$3,000.00	\$1,235.00	\$3,000.00
Boiler Inspection	\$240.00	\$240.00	\$0.00
Pool M & R	\$500.00	\$576.04	\$600.00
Parking Permits	\$650.00	\$600.00	\$650.00
Mech M & R	\$2,000.00	\$3,479.12	\$2,500.00
Appliance Repair		\$0.00	
Condo Repair	\$5,000.00	\$0.00	\$5,000.00
Landscaping	\$275.00	\$254.41	\$250.00
Office	\$200.00	\$254.31	\$250.00
Misc. Expense	\$400.00	\$254.49	\$350.00
<b>M &amp; R Total</b>	<b>\$41,940.00</b>	<b>\$36,070.18</b>	<b>\$42,675.00</b>
<b>INSURANCE</b>			
Insurance Premiums	\$9,300.00	\$9,870.00	\$10,000.00
Reserve 2014-2015		(\$9,332.00)	
Reserve 2015-2016		\$10,000.00	
<b>Insurance Total</b>	<b>\$9,300.00</b>	<b>\$10,538.00</b>	<b>\$10,000.00</b>
<b>TAX &amp; LEGAL</b>			
Annual Reports	\$50.00	\$37.00	\$37.00
Legal		\$750.00	
CPA	\$560.00	\$559.33	\$560.00
<b>Tax/Legal Total</b>	<b>\$610.00</b>	<b>\$1,346.33</b>	<b>\$597.00</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$114,442.00</b>	<b>\$103,923.41</b>	<b>\$111,664.00</b>
<b>MISC EXPENDITURES</b>			
BBQ Grill		\$238.24	
<b>TOTAL EXPENSES</b>	<b>\$114,442.00</b>	<b>\$104,161.65</b>	
<b>CHANGE IN RESERVE ACCOUNTS</b>			
Future Improvements /Architectural Study	\$9,818.00	\$17,800.00	\$5,516.00
Clean-up Day Assessment/Donation		\$700.00	
Depreciation Washer/Dryer		\$591.00	
Adjustment		(\$239.00)	
Balance in Operating Account		\$2,237.50	
<b>TOTAL</b>	<b>\$9,818.00</b>	<b>\$21,089.50</b>	<b>\$5,516.00</b>
<b>TOTAL OPERATING ACCOUNTS</b>	<b>\$124,260.00</b>	<b>\$125,251.15</b>	<b>\$117,180.00</b>



<b>OPERATING ACCOUNTS</b>					
	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>
<b>FUTURE IMPROVEMENTS</b>					
Balance Fwd	\$14,937.39	\$20,656.62	\$36,505.84	\$305.11	\$3,188.10
Assessment 2015-2016					\$7,800.00
Transfer from Operating Acct	\$5,719.23	\$16,054.44	\$9,601.33	\$11,148.55	\$10,000.00
West Wall		(\$7,805.22)	(\$7,316.00)		
Chimney Chases		(\$8,000.00)	(\$3,110.00)		
Exterior Paint			(\$31,062.07)		
Exterior Lights			(\$4,313.99)		
Pool Paint & Temp Control				(\$6,685.96)	
River Rock Pool Floor				(\$1,579.60)	
Balance	\$20,656.62	\$20,905.84	\$305.11	\$3,188.10	\$20,988.10
Balance Fwd	\$280.75	(\$1,071.25)	(\$1,071.25)	(\$1,071.25)	(\$1,071.25)
Architectural Study	(\$1,352.00)				
Balance	(\$1,071.25)	(\$1,071.25)	(\$1,071.25)	(\$1,071.25)	(\$1,071.25)
<b>INSURANCE RESERVE</b>					
Balance Fwd	\$10,733.00	\$10,530.00	\$10,082.00	\$9,404.00	\$9,332.00
Premiums	(\$8,603.00)	(\$8,498.00)	(\$9,078.00)	(\$9,072.00)	(\$9,870.00)
Rebate					
Increase	\$8,400.00	\$8,050.00	\$8,400.00	\$9,000.00	\$10,538.00
Balance	\$10,530.00	\$10,082.00	\$9,404.00	\$9,332.00	\$10,000.00
<b>WASHERS &amp; DRYERS</b>					
Purchase 3/02-12/07 1/09	(\$1,383.00)	(\$1,157.00)	(\$931.00)	(\$704.00)	(\$591.00)
Depreciation	\$226.00	\$226.00	\$227.00	\$113.00	\$591.00
Balance	(\$1,157.00)	(\$931.00)	(\$704.00)	(\$591.00)	\$0.00
<b>CLEAN-UP DAY FUND</b>					
Balance Fwd	\$2,977.59	\$3,577.59	\$4,077.59	\$4,927.59	\$5,545.27
Increase	\$600.00	\$500.00	\$850.00	\$650.00	\$700.00
Umbrella				(\$32.32)	
BBQ Grill					(\$238.24)
Balance	\$3,577.59	\$4,077.59	\$4,927.59	\$5,545.27	\$6,007.03
<b>TOTAL ACCOUNTS</b>	<b>\$32,535.96</b>	<b>\$33,063.18</b>	<b>\$12,861.45</b>	<b>\$16,403.12</b>	<b>\$35,923.88</b>
<b>OPERATING ACCOUNT BALANCE</b>	<b>\$8,750.00</b>	<b>\$8,400.00</b>	<b>\$8,550.00</b>	<b>\$6,995.00</b>	<b>\$2,237.50</b>
<b>TOTAL ACCOUNTS BANK BALANCE</b>	<b>\$41,285.96</b>	<b>\$41,463.18</b>	<b>\$21,411.45</b>	<b>\$23,398.12</b>	<b>\$38,161.38</b>

RULES AND REGULATIONS  
FOREST HAUS CONDOMINIUMS

I. GENERAL RULES AND REGULATIONS

- A) Those portions of the General Common Elements utilized for passage to and from the Condominium Units including, without limitation, stairs, stairways, stairwells, and interior and exterior walkways, shall not be obstructed or used for any purposes other than passage to and from the Condominium Units, nor shall they be utilized for the storage or placement of furniture or other articles including, without limitation, plants, boxes, shopping carts, bicycles, baby carriages, outdoor barbeques, etc.
- B) No occupant (defined and used in this document as owner, owner's family, renters, guests, tenants, invitees, servants, etc.) shall make or permit any disturbing noises to be made in the building or on the premises; nor do or permit anything to be done that would interfere with the rights, comforts or convenience of other occupants. No occupant shall play or allow to be played any musical instrument, radio, T.V., stereo or the like in the building or on the premises between the hours of 10:00 PM and the following 8:00 AM if the same shall disturb or annoy other occupants of the building.
- C) Occupants shall not be allowed to put their names in any entry, passageway, vestibule, hall, or stairway of the building, except on the door of the condominium unit owned or occupied.
- D) Children shall not be permitted to loiter or play unattended on the walkways, stairways, or in the halls, lobbies, parking ramps or any other common areas.
- E) Toilets and other water apparatus shall not be used for any purpose other than that for which they were constructed and intended, and no sweepings, rubbish, rags, papers, ashes, or other substances shall be thrown therein. Any damage to the property of others, including the Common Elements, resulting from misuse of such facilities shall be paid for by the owner responsible.
- F) Any damage to the building or Common Elements caused by the moving and/or carrying of articles therein, shall be paid for by the owner or person in charge of such articles.
- G) Nothing shall be thrown or emptied by any occupant out of windows or doors, or down the stairways, or in the common areas, nor shall anything be hung from outside of the windows or placed on the outside windowsills.
- H) Dogs, cats and other domestic pets are not allowed on Forest Haus premises, with the exception that pets belonging to unit owners may be kept within that owner's unit. No pets at all are allowed in leased or rented units nor are they allowed in any interior or exterior common area, such as the pool area, the game room, sauna, garage, stairwells, stairs, decks, walkways, patio or grounds. Any inconvenience, damage, or unpleasantness caused by any pets in violation of this Rule shall be the responsibility of the respective owners thereof. After having notified the offending owners in writing of such a violation, a fine of \$10 per day will be issued against the unit owner(s)
- I) Marijuana is not allowed to be grown on Forest Haus premises,
- J) Owners may not prevent the use of a Master Key to enter the unit in case of an emergency



- K) No occupant shall interfere in any manner with any portion either of the heating or lighting apparatus in the common areas, garage areas, or on the exteriors of the building.
- L) Laundry work shall be done only in the areas provided for such purposes
- M) No exterior windows, window shades, awnings or window guards shall be used except those put up or approved by the FHCOA Board of Directors and no signs of any kind shall be placed in windows or upon doors or other exterior surfaces or Common Elements without the prior written approval of the Board of Directors
- N) No exterior doors may be changed or storm doors added without prior written consent of the Forest Haus Board of Directors. Nor exterior painting shall be done without prior written approval by the Board of Directors
- O) Owners may not install any hard surface floor material including, without limitation to tile, marble, wood or vinyl floor material without written approval by the Board of Directors.
- P) Fireworks of any kind may not be stored anywhere on the Forest Haus Property
- Q) No radio or TV aerial or similar connection shall be installed by any occupants outside of their respective units. Any aerial erected on the roof or exterior walls of the building without the written consent of the Board is subject to removal without notice at the expense of the violator.
- R) Unless the Board gives advance written consent in each and every instance, occupants shall not install or operate on the premises any machinery, refrigeration or heating device, washing machine or washer-dryer or air-conditioning apparatus, or use any illumination other than electric light, or use or permit to be brought into the building or onto the premises any flammable liquids, or other explosives or articles deemed hazardous.
- S) The Manager may retain a passkey to each unit. No occupant shall alter any lock or install a new lock or any door leading into the unit of such occupant without prior written notice by the Board of Directors.
- T) The Association reserves the right to take any or all of the following listed actions in cases of violation of these Rules & Regulations or any other Covenants of the Forest Haus Condominium, after having notified the offending owners in writing of such violation and allowing sufficient time for correction thereof:
- a. Impose a special charge of not more than \$100.00 per incident
  - b. Suspend the right of the owner or occupants of the owner's unit to use any Common Element facilities (except the garage and passageways) for a period not to exceed 30 days
  - c. Cause the violation to be cured at the owner's expense
  - d. Obtain injunctive relief against the continuance of such violation.
  - e. Apply an annual interest rate of 12% to all unpaid fine balances after 120 days from being issued.
- U) The Association reserves the right to make such other rules and regulations from time to time as may be deemed necessary for the safety, care and cleanliness of the premises and for securing the comfort and convenience of all the occupants

## II. GAME ROOM REGULATIONS

- A. The Game Room is for the exclusive use of occupants.
- B. Any persons using the Game Room shall be responsible for keeping it clean and presentable.
- C. Each owner shall be responsible for and shall pay for any damage caused the Game Room or its contents by the occupants of the owner's unit.
- D. The Game Room shall be used in accordance with these rules and any additional rules and regulations which may be posted therein by the Association.
- E. The Game Room shall be considered closed from 11:00 PM to 6:00AM on Sunday through Thursday and from 12:00 AM to 6:00 AM on Friday and Saturday. According to fire code of Breckenridge the maximum occupancy is 29.

## III. SWIMMING POOL AND SWIMMING POOL AREA REGULATIONS

- A. The swimming pool is for the exclusive use of all occupants.
- B. The pool is not available for use by large groups or organizations without the express written consent of the Board in advance.
- C. Furniture other than that provided shall not be added to the pool area nor shall any furniture be removed from the area.
- D. Radios, television sets, tape recording or playing devices, and all other similar devices must be controlled to a reasonable noise level.
- E. Glass containers or glass objects of any kind are prohibited in the pool area.
- G. Smoking shall not be permitted in the pool area.
- H. Users of the pool area are responsible for the removal of all articles brought in by them, including without limitation towels, books, and magazines. Any such articles left in the area may be disposed of without notice by the Association.
- I. Running, fighting, pushing or scuffling shall not be permitted in the pool area.
- J. There shall be no splashing of water other than that accompanying normal swimming.
- K. Voices shall be kept at normal conversational levels.
- L. No dangerous objects shall be permitted in the pool.
- M. Any person having any skin disease, open sore, inflamed eyes, nasal or ear discharges or any



communicable disease shall be excluded from the pool.

- N. All barrettes, hairpins and other such material shall be removed before entering the pool.
- O. No children under twelve years of age will be permitted in the pool without adult supervision. No occupants under the age of 16 shall be permitted to entertain guests in the pool or poolside area unless they and their guests are under poolside supervision of a parent or occupant-guardian of the minor occupant.
- P. All persons using the pool shall comply with the requests of the Manager or any director or officer of the association respecting matters of personal conduct in and about the pool and pool area.
- Q. The Swimming Pool area shall be considered closed from 11:00 PM to 6:00 AM on Sunday through Thursday and from 12:00 PM to 6:00 AM on Friday and Saturday.

#### IV. PARKING AND REGULATIONS

- A. Parking garage areas shall be used only by occupants, or by renters of parking spaces and, in order to comply with local Building and Fire Codes, shall be used only for the purpose of parking motorized vehicles and bicycles and shall not be used for any other material storage. All storage items must be enclosed in assigned storage closets.
- B. Occupants shall park in designated areas only. No vehicle shall be parked in such a manner as to impede or prevent ready access to other parking spaces.
- C. Except when in use for passage to or from the parking areas, all garage doors and entry doors shall remain closed and locked.
- D. No vehicle shall be left standing in a parking stall in a non-operative condition, nor shall any repairs be done to vehicles in the garage.
- E. No vehicle shall be left running inside the garage for any purpose due to the danger of exhaust fumes seeping into the living areas.
- F. No occupant shall use any parking space assigned to another unit without the consent of the owner of the parking space. The Board reserves the right to remove such vehicles at the expense of the vehicle's owner.
- G. All owners who offer their respective units for rent must provide their assigned parking space for their tenant's use unless such space is specifically excluded from the Rental Agreement.

Dated 06/11/2016

FOREST HAUS CONDOMINIUM ASSOCIATION

By Tony Carosa

President