

***DRAFT***  
**SAN JUAN WAREHOUSE COMMERCIAL CONDOMINIUM  
ASSOCIATION, INC.**

**MINUTES OF  
ANNUAL MEMBERSHIP AND BUDGET MEETING  
Wilkinson Public Library in Telluride, CO  
March 10, 2015  
10:00 A.M.**

The annual membership and budget meeting of the members of the San Juan Warehouse Condo Association was held on March 10, 2015 at 10:00 A.M., at the office of Jarmik Property Management, Inc. in Telluride, Colorado.

**1. Calling of Roll and Certifying of Proxies.**

**Owner Members Present in Person or via conference call:** Josh and Jill Tarnow (Unit A, B/C), and Warren Daniel (Owner of Units E, F-1, G, H and J and the Smuggler's restaurant),  
**Also Present in Person:** Judi Balkind, Property Manager.

A quorum was deemed present and Judi Balkind called the meeting to order at 10:05 A.M.

**2. Motion to Approve/Waive Notice of Meeting.**

Josh Tarnow made a motion to waive notice of the meeting – motion was seconded and passed.

**3. Reading and Approval of the Minutes of the July 11, 2014 Special Membership meeting.**

**Jill Tarnow made a motion to approve the minutes of the July 11, 2014 Special Membership meeting. Josh seconded and motion passed unanimously.**

**4. Reports of Officers.** None.

**5. Nomination and Election of Directors.** Discussion ensued. It was noted that the owners decided to table this for later.

**6. Unfinished Business.**

Financial Statement Review – FYE 2014. The profit and loss statement was present for FYE 2014 – the financials reflected a loss of \$ 6,258.16. The Alarm system repairs

Financial Statement Review – FYE 2013. The profit and loss statement was presented for FYE 2013 – the financials reflected a loss of \$3,491.50. The common elements repair and maintenance and the alarm

Minutes of Annual Membership and Budget Meeting of  
San Juan Warehouse Condo Association

maintenance expenses were over budget due to extraordinary repairs. The Insurance proceeds exceeded the expenses. All other expenses were near or on budget.

**a. Proposed Project Review –**

- Stone Replacement – Completed
- Roof cap and Installation of hot rubber and galvanized steel – Completed.
- Exterior Staining of building – Completed.

**b. Update of CC and R's.** The members requested Judi obtain bids from 3 attorneys to review and update the CC and R's for the San Juan Warehouse HOA. Jerry noted the attorneys should be aware the building is a mixed use building with residential and commercial units. The bids will be sent to the owners for review.

**c. Obtain Directors and Officers Insurance.** The members requested to hold off on pursuing this insurance because there are no board members.

**7. New Business.**

**a.** New ownership of Units E, F1, G, H and J. It was noted to the members Warren Daniel and Nancy Venne are the new owners of the Units E, F1, G, H and J, as well at the Smuggler Restaurant.

**b. Approve Budget for 2014 and Allocation of Dues.** The 2014 budget was presented to the members and it was noted the dues allocation remained the same as 2013. Discussion ensued. **It was suggested to the members to increase the reserve assessment to an annual amount of \$4,978.90 which represents 10% of the operating budget. Jill Tarnow made a motion to approve the 2014 budget with the changes presented; Louise Sklar seconded the motion, all in favor and motion passed.**

**c. New Alarm Panel.** The members were notified that the HOA's Fire alarm panel had been damaged by the contractor who was working in unit F-1. One of the contractors' workers cut the wires to a smoke detector and short circuited out the entire fire alarm panel. Albino Rodriguez, GTO Construction contacted his insurance company and informed them of the issue, Laurie Sparks, Insurance adjuster for Acuity Insurance (GTO Insurance company) was contacted and sent the estimate from The Alarm company for the repairs. Laurie instructed the manager, Judi Balkind to order the panel and stated the insurance company would cover the costs. The deposit for the new panel was sent by the HOA as approved with the knowledge that the HOA would be reimbursed for the cost of the panel by GTO's insurance company.

**d. Review and discuss bid for replacement of Pull Stations.** An estimate for new pull stations from the Alarm Company was presented to the members – the bid was approximately \$1,900 for materials and labor. The members asked if the pull stations could be replaced one by one or if they needed to be replaced all at once. Judi will contact the Alarm Company for more information.

**e. Emergency repairs to the Grinder Pumps.** It was noted to the members that the two "Grinder Pumps" ceased working and new ones were ordered and installed. BCB Properties paid for the replacement of the pumps since they were used strictly for the restaurant.

**f. Insurance inside of units.** It was noted to the members that insurance must be obtained for the inside of units by each individual owners.

**g. Website and HOA compliance with the Department of Regulatory Agency.**

Minutes of Annual Membership and Budget Meeting of  
San Juan Warehouse Condo Association

- A website has been established [www.jarmikproperties.com](http://www.jarmikproperties.com) – all pertinent HOA information is posted on the website.
- Judi has registered the San Juan Warehouse with the Department of Regulatory Agency as required for compliance. It was noted the Department of Regulatory Agency will require all HOA managers to become licensed by July 1, 2015

h. **Other.**

- Josh Tarnow has the following issues be addressed with regard to the Commercial spaces – Smuggler restaurant, downstairs kitchen and brewery and Unit F-1.
  - Cleanliness around the trash compactor on the west end of the property near the carport. Josh noted the area is dirty and greasy near the back entrance to the residential units.
  - Smoking in the carport area. Josh identified that the workers from the Smuggler restaurant smoke in the carport area and the smoke rises to the residential units and the cigarette butts are left on the grounds near the carport Josh noted the building is a “No smoking building”
  - Odors from the kitchen and Brewery. Josh noted there was a door installed between the downstairs kitchen and the stairway leading up to the residential units on the East side of the property. This door was installed by the previous owner of the Smuggler restaurant in order to curb the odors from the kitchen and brewery and was kept closed at all times. The door is now propped open all day long and the odors are traveling up to the residential unit.
  - Business Plan and Use of Unit F – 1. Josh has asked for clarification on the usage of F-1. It was noted the residential owners have concerns regarding potential noise issues with this space and request clarification from the owner, Warren Daniel.
- Warren Daniel responded as follows:
  - He has purchased a new power washer and will have the area power washed more frequently. He also stated the trash compactor will be enclosed.
  - Smoking in the carport area. Warren will inform all of his employees that they are not allowed to smoke in the carport of anywhere in the building.
  - The door from the downstairs kitchen will be kept closed at all times.
  - Business Plan and Use of F-1. Warren informed the members he was going to set up Unit F as place to hold meetings for business and non-profits, and potentially fund-raising gatherings. Warren assured the owners he will keep the noise regulations the same as it always has been and adhere to the Section 8.05 – Nuisances identified in the declarations.
  - Other. All owners agreed to allow the manager to publish contact information within the owners of the association only.

**9. Adjournment.** Louise Sklar made a motion to adjourn the meeting, Josh Tarnow seconded and passed and the meeting was adjourned.

Respectfully submitted,

Minutes of Annual Membership and Budget Meeting of  
San Juan Warehouse Condo Association

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By: Jarmik Property Management, Inc.

Judi Balkind, San Juan Warehouse Commercial Condominium Association HOA Manager