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CAS LINK

FEATURED COMMUNITY: The Cortina Condominium Association

This unique six story building located in Old Town Fort Collins is considered a landmark. The building is walking distance to downtown shopping, restaurants and activities. The distinctive Tuscan style award winning architecture includes copper pipes, a ceramic tile roof and stucco exterior. The first and second floors are occupied by commercial offices; Harden, Hass, Haag, & Halberg, an Attorneys' Office and Eldon James Corporation; a company that manufactures tubing and hose fittings used worldwide as components in water filtration, bioscience, cell culture, and medical devices.

The third through sixth floors are home to 20 high-end spacious residential lofts ranging from 1,100 to 3,200 square feet of open floor plans that are flooded with natural light and balconies overlooking downtown Fort Collins and the Rocky Mountains. On the sixth floor are three exceptionally large lofts also with balconies that wrap around the entire lower level living space. Real stone railings around the outdoor balconies, dramatic ten foot ceilings and hardwood flooring are just some of the features in each loft.

Another added feature is the secure building and underground parking garage. There are two spaces dedicated per loft plus an oversized storage area. The flooring and access ramp into the garage is heated so there's never an issue of ice or snow accumulation making it difficult to drive into or out of the parking garage.

The Cortina Condominium Association has an involved membership that is complimented by an easily accessible Board of Directors that, in conjunction with Colorado Association Services management professionals, strives to provide the best possible governance, guidance and management of a unique Fort Collins landmark. The ever increasing membership satisfaction and rising property values sets The Cortina Condominium Association apart and serves as a shining example of a well managed and thriving environment.



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 **Associa®**
 Colorado Association Services

The Rocky Mountain Chapter of Community Associations Award

The Rocky Mountain Chapter of Community Associations Institute annually recognizes communities for outstanding accomplishments, events or features. These are awarded in the small to very large communities. CAS has been fortunate to have had a number of candidates to be submitted and even better to have had the award given to their clients. They are First Jefferson Green, The Landing at Standley Lake and Columbine Townhouses III.

BUDGET TIME IS RIGHT AROUND THE CORNER

ASSOCIATION TIMES' STAFF WRITER



As we enter the month of August, remember that it is budget time for the majority of homeowner associations. As a

Board member, one of your more daunting tasks and responsibilities is to prepare an appropriate budget for the coming year. Take an objective look at your community's maintenance needs and what you were not able to accomplish in 2009 due to lack of funding. Now is the time to incorporate these items into your budget for 2010.

Communities are another year older and deterioration caused by extreme weather conditions (heat, rain, snow, wet and cold) continues. Managing the upkeep, repairs, and replacements of common elements are at the core of one of the primary responsibilities of the Board.

Items to consider for maintenance should include:

- Common areas;
- Recreational facilities i.e. playgrounds, tennis courts, pool areas and clubhouses;
- Trip hazards i.e. sidewalk repairs;
- Water leaks;
- Striping of parking lots;
- Furniture repair for pool areas;
- Servicing of common area air conditioning and heating units;

- Tidiness of common area facilities i.e. trash compactor areas;
- Elevator cleanliness;
- Fire extinguisher checks;
- Fountain repairs;
- Roofing repairs or replacements;
- Painting programs i.e. buildings, pagodas, gazebos, etc.;
- Curb and gutter repairs;
- Cleaning and/or aeration of retention ponds;
- Fencing and railings;
- Fitness trails;
- General cleaning of all common elements i.e. playgrounds, benches, trash cans, bathrooms, tunnels, bridges, etc.;
- Thorough check of street signage to make sure it is in place and looking good,
- And much more that is relevant to your community.

Recommending higher assessments is never easy, but it is the only valid recommendation if the funds are necessary to preserve and protect the assets of the association. Although the economy is in a downturn now, to present a "NO increase budget" is not prudent if it means deferring maintenance. Prices will continue to climb and future costs of items deferred will reflect that reality. Board members have a fiduciary responsibility to make the appropriate recommendations and ask for the appropriate funding. Sometimes doing what is right is difficult but if you don't ask it won't happen!

If Board members fail to do their due diligence in determining a realistic budget because of personal preferences not to raise assessments, they may not be covered by their Directors and Officers Liability insurance policy if the owners sue them for breaching their fiduciary duty to the association.

No one wants to pay more, but when the property is not looking good, the members' perception is that the board (and/or manager) is not doing their job, while the true cause may be insufficient funding for maintenance needs. Homeowners may not tell you when things are good, but will likely make their opinions known when things are bad, and high on their list is the physical condition of the property. If the property is clean, looks well maintained, and has a high level of curb-appeal even in a bad economy, homeowners will know that the maintenance fees they are paying are hard at work for them.

Onsite maintenance personnel may not physically be able to accomplish every task that is necessary because of competency issues or time constraints. Include in your budget a line item for contracted repairs and your homeowners will be glad to see that their property is being managed and maintained in a professional manner and with qualified personnel.

Give your homeowners a realistic budget that reflects the funding needed to properly maintain their property. Homeowners may not be happy but will understand, and usually accept, any maintenance fee increase. And you will have done your job.

VIEWS FROM ASSOCIA®

CAN WE GET A ROUND OF APPLAUSE PLEASE?

Board Members Dig In to Meet the Challenges of Today

CAROLYN CUMMINS, PCAM, CMCA, SENIOR VICE PRESIDENT, ASSOCIA

With delinquencies on the rise, foreclosures looming, vendors needing to be paid, owners wanting areas maintained and pools open, it can seem like a laborious task to be a Board member these days. So why do it? It might be the need to give back or a selfish need to make a change in the community. It could even be something as simple as a desire to help and improve the lives of your neighbors as well as your own.

Whatever the reason may be, Board members should be commended for their tireless efforts. Board members, and for that matter committee members, serve as volunteers; non paid workers who devote personal time to helping maintain common areas and ensuring the governing rules and regulations are adhered to. Along with

this can come some unpleasant interactions with unhappy owners, vendors or others who often find themselves in difficult situations and unable to meet their association obligations.

Today, though perhaps more challenging, is no different than any other day for a Board member of a homeowners association. Some situations may have been forced into the forefront like foreclosure and spiking delinquencies but the goals of the association and the Board of Directors are the same: maintain and improve property values in the community. Board members' fiduciary responsibilities obligate them to act in good faith and in the best interest of the owners/members while still exercising good judgment and acting within the legal guidelines of the association. Sometimes these

responsibilities can be at odds with each other and create a challenging situation for Board members. It is these tough decision making times that Board members do not like; it is not fun or easy to be the enforcer, in good or bad times.

Associa and Colorado Association Services understand the challenges Board members face and sincerely appreciate all the hard work, selfless time and energy dedicated to maintaining the integrity of the association. Thank you to all Board members, committee members and other association volunteers for lending a hand in improving the community.



CAS WELCOMES ITS NEWEST ASSOCIATIONS

CAS COLORADO SPRINGS

- Van Buren Square Townhomes

CAS LAKEWOOD

- Myrtle Hill Homeowners Association
- Myrtle Hill Brownstones
- Myrtle Hill Lofts
- Prairie Vista Homeowners Association
- Frontview 40

RENTAL MANAGEMENT OPPORTUNITIES

Our Fort Collins office professional manages rental properties for nearly 100 units in Northern Colorado. Will your student be attending CSU? Many rentals are located near the University. If this is a service that you or someone you know may be interested in learning more about, please contact Anna Boyer at (970) 204-7786.

EDUCATION ANNOUNCEMENTS AND UPCOMING EVENTS

***You will receive a formal invitation with further information on all CAS hosted events listed below.*

CAS LAKEWOOD

Building a Cohesive & Effective Board - Board Members Roles, Effective Meeting Strategies and Dealing with Board Conflict

WHEN: September 12th

TIME: 8:30 -11:30 a.m. **

CAS FORT COLLINS

Financial Planning and Budget Creation Workshop

WHEN: August 22nd

TIME: 8:30 - 11:30 a.m. **

CAI ROCKY MOUNTAIN CHAPTER

Financials, Budget Preparation, Understanding Reserves (Board Presidents Forum)

WHEN: August 27th **TIME:** 6:30 - 8:30 p.m.

WHERE: I-25 & S. Colorado Blvd Area

OCTOBER

Fall Golf Classic - TBD

Advanced Leadership Series - TBD

Mountain Conference and Trade Show

WHEN: October 6th

WHERE: Vail Cascade Resort and Spa, Vail CO

Board Members Fiduciary Responsibilities and Effective Rules & Regulations Enforcement

WHEN: October 27th **TIME:** 6:30 - 8:30 p.m.

WHERE: Aurora Area

M100: "Essentials of Community Association Management"

WHEN: October 29th-31st

WHERE: Greenwood Village

CAS COLORADO SPRINGS

Board Member Education, Vice President

WHEN: August 6th

TIME: 11 a.m. - 1 p.m. **

Board Member Education, Secretary

WHEN: September 3rd

TIME: 11 a.m. - 1 p.m. **

Board Member Education, Treasurer

WHEN: October 1st

TIME: 11 a.m. - 1 p.m. **

Board Member Education, Member at Large

WHEN: November 5th

TIME: 11 a.m. - 1 p.m. **

CAI SOUTHERN COLORADO CHAPTER

Positive Communication

WHEN: August 11th **TIME:** 11:15 a.m.

WHERE: Giuseppe's Old Deport, 10 South Sierra Madre

Chapter Annual Meeting and Election of Board Members

WHEN: September 8th

WHERE: Giuseppe's Old Deport, 10 South Sierra Madre

Disaster Planning

WHEN: October 13th

WHERE: Giuseppe's Old Deport, 10 South Sierra Madre