

CHEESMAN TOWER WEST HOMEOWNER'S BOARD MEETING MINUTES
CTW COMMUNITY ROOM
AUGUST 15, 2013

Presiding: Barbara Creek, President
Board Members Present: Doug Beekman, Vice-President
Rita Bastian, Member at Large
Jay Chetney, Secretary
Hall Skeen, Member at Large
Barbara Wagner, Treasurer

CTW Staff: Bridget Monk, Office Manager
Weststar Management: Kevin Hayutin and Todd Blik

OPEN FORUM: No issues were raised.

CALL TO ORDER: Barbara C. called the meeting to order at 6:30 PM

REVIEW OF BOARD MEETING MINUTES: The Board gave unanimous approval of the minutes from the July 18, 2013 meeting, with some spelling corrections.

REVIEW OF THE FINANCIAL STATEMENTS: The Board gave unanimous approval of the July Financial Statements.

REVIEW OF DELINQUENCY STATEMENTS: Approval was given to correct an accounting error for one Homeowner, no other actions were required.

MISCELLANEOUS STATUS REPORTS: The Building Maintenance Checklist and Project Calendar were reviewed. Kevin reported that the sump pump cleaning had been completed. Ray's pool painting project was discussed. The Board agreed to extend the project to include the beams at each end of the pool ceiling and parts of each beam above the walkways. Rita requested that we also paint the exterior ventilation ducks from the pool house, and repair the screen in the exercise room. Barbara C. added the readjustment of the exterior light timers. Jay noted that the paint is peeling from the underside of the balcony above the 12th St entrance. Kevin will look into what can be done to resolve that issue. Hall commented on the brown discoloration of some areas of the pool and noted that Embassy House is investigating a similar problem. He will report on their findings to see if that can be of use with our problem. Barbara C. stated that she would review and update the Notes to Future Boards and the list of Vendor Contracts.

OLD BUSINESS: A revision of the Maintenance and Insurance Chart was reviewed and denied approval by a unanimous vote of the Board. Kevin will rework the chart and review it with the CTW attorney. Hall and Barbara C. reported that the landscape refund from Mile High Greenscapes was still in progress. Bridget is to work with Mile High Greenscapes about removal and replacement of the dead plants. Jay gave a report on the installation of a drip irrigation system and new plantings in the two vacant garden plots by the 12th St Entrance. Doug continued his presentation of what is needed to be done in order to update the CTW Declarations

and put them in compliance the Fair Housing Act and current FHA regulations. He informed the Board that it will be a costly process with probable legal fees. Doug will continue to work on a letter to the Homeowners and the wording of a proposal to get the process started. There will be further discussion at future Board meetings. The Board continued discussion about the potential sale of the CTW rental unit. Rita will reconnect with Bob Chase for a walk through inspection of the property. Bridget will begin gathering information from the CTW files to establish the cost basis needed for the tax payment on the sale. Rita made another request for a tally of the costs spent on the Homeowner HVAC repairs and replacements that were done under a misinterpretation of the Insurance Chart. Barbara C. stated that she will continue to work on gathering that information.

NEW BUSINESS: The Board discussed the recent power outage and decided that the next newsletter would include a reminder that the book with information on Emergency Readiness that was put together last year is readily available in the office for a Homeowner to review. Kevin reported that all the emergency lights are checked weekly and that they are all are functioning correctly. Barbara C. proposed establishing a Garden/Landscape Committee of Homeowners that are interested in working on the maintenance of our new landscaping. Bridget will put up a notice and have a sign up on a list in the office for the Homeowners who are interested. A discussion was held about the need for a new Reserve Study. Kevin will look into obtaining proposals from an engineering firm.

CORRESPONDENCE: A letter from a Homeowner concerning the HOA fee was reviewed.

Barabara C. presented a letter that she had written as a reply. The Board agreed with the content of Barbara's letter and decided that it should be sent to the Homeowner from the CTW attorney. Kevin will get the letter to the attorney.

ADJOURNMENT: The meeting adjourned at 8:40 PM. The next regular Board meeting is scheduled for September 17, 2013.

Respectfully submitted,
Jay Chetney
Secretary