

South Pearl Commons HOA Budget/Directors Meeting

DATE: June 13, 2013

TIME: 6:30 pm

PLACE: Weststar Management Office Conference Room

6795 East Tennessee Ave, Ste 601, Denver, CO 80224

****South east corner of Monaco and Leetsdale behind Hobby Lobby, tall white building****

MEETING MINUTES:

1. Call meeting to order- 6:38 pm
2. Establish a board quorum- all board members present.
3. Homeowner Forum- Tracy Lang present
4. Treasures report, review financials, approval of financials- Sue motioned to accept pending audit, Scott Perry second, all in favor.
5. Approval of meeting minutes- December 2012- Sue motioned to accept pending one spelling change on item 10 (due changed to do), Scott Perry second, all in favor.
6. Manager report- lock box codes changed, bike door lock changed to combo lock, front door code will be eliminated and doors rekeyed once letter sent to all owners. Property mgr to come to building a few times to hand out keys to on-site owners and tenants, provided lease and contact info current, use FMC Lock and Key.

OLD BUSINESS

7. Swamp coolers- does not look like any more leaking, getting up into the north swamp cooler unit from inside to check for leaks.
8. Working capital reserve – transferred to reserve acct- done.
9. Prorated dues for unit size- results- 12 yes, 6 no, 5 no answer, needed 16 yes to pass.
10. Carpet bids- get Roberts to give a proposal on the “novel prize” carpet sample, also ask about stopping a snag and gluing or pad installation.
11. Roofing work bids- ask Caleb’s why so high and D-7 what their proposal included.
12. Landscaping- flower and plants, mulch- Sue planed flowers and bushes, fence posts along south end are rotting, contact neighbor as they are doing their landscaping to work together on this, north east corner of property, cottonwood between street and sidewalk is dead, pricing to remove, removing whisky pot in front, Le Landscape will remove two dead juniper bushes in front. Zone one is south flower bed and trees, has a major leak on south east corner of building. Sue dug hole in front and left rock over hole, needs irrigation repair, also by back patio and large tree another irrigation leak. Seem to be having issue with sprinkler heads, possibly blockage.
13. Front metal fence bids, exterior painting- get bids to paint front metal fence. Handyman to paint soffit on roof access area.
14. Drain cleaning- laundry room, unit 108 and 208.
15. Hot water recirculation pipe repairs- unit 102 had two leaks in their laundry room of the hot water recirculation pipe, coincidence most likely.

16. Homeowner request to install washer/dryer- homeowner revoked request to do this.
17. Drywall repairs to boiler return line soffit – Property mgr to go look and take pictures. Wrong color, soffit by window, texture and crown molding.
18. Any other additional items from the board

NEW BUSINESS

19. Building security- building re-key, bike storage combo lock- owners get 2 keys, tenant gets two keys, \$5 for additional keys.
20. Building thefts- signs at entrance doors, inform everyone to keep eyes open.
21. Cleaning, supplies- moved to boiler room after bike door combo lock installed.
22. Any other additional items from the board- 2 lights each on front door outside light fixtures, led possibly since burn out often, front vestibule light out as well.

***Attention all Homeowners, it is your responsibility to supervise all tenant move in and outs and to supply your tenants with the HOA rules and regulations. Thank you for your assistance in this process**