

STAPLETON FILING 2 TOWNHOME ASSOCIATION, INC.

October 8, 2013 Board of Directors Meeting Minutes

PRESENT: Cary Miller, Bruce Albright, and Mary Ellen Lederman – Board of Directors

Ricardo Lases – Weststar Management, Property Manager

1. **CALL TO ORDER:** The Board of Directors meeting was called to order at 5:27 p.m. at the Backstage Coffee Shop, 1000 14th St., Denver, CO, 80202. A quorum was established.
2. **HOMEOWNER FORUM & HEARINGS:** No items were brought forward.
3. **APPROVAL OF SEPTEMBER 10, 2013 BOARD MEETING MINUTES:** The meeting minutes were reviewed. Bruce made a motion to approve the September 10, 2013 board meeting minutes. Mary Ellen seconded. Motion carried unanimously.
4. **REVIEW CURRENT FINANCIALS:** The Board reviewed the financial statements for the period ending September 30, 2013. Bruce made a motion to approve the financial statements for the period ending September 30, 2013 pending an audit; Cary seconded. Motion carried unanimously.
5. **UNFINISHED BUSINESS:**
 - a. **Proposal for Concrete Repairs:** The board reviewed the proposal presented by ASAP Asphalt & Concrete to repair the damaged sidewalk at 8290 E 29th Ave. The board also mentioned another sidewalk at 29th and Wabash that could potentially be a trip hazard. The board requested to get proposals to shave the sidewalks instead; management mentioned that by shaving the sidewalks the cause of the movement of the sidewalks will not be addressed. The board will look at the locations and the quotes to shave the sidewalks will be emailed to the board.
 - b. **2013 – 2015 Landscape Proposals:** The board reviewed the proposal presented by Valley Crest for the 2013-2015 landscape maintenance. Cary made a motion to approve the 2013-2015 landscape maintenance proposals as presented by Valley Crest for two years as the proposal does not have an increase; Bruce seconded. Motion carried unanimously.
 - c. **Draft of 2014 Budget:** The board reviewed the draft of the 2014 Budget. Bruce made a motion to approve the 2014 budget at \$200.00 per unit; Mary Ellen seconded. Motion carried unanimously.
 - d. **Additional Items from the Board:** No additional items were brought forward
6. **NEW BUSINESS:**
 - a. **2012 – 2013 Flicker Damages Repairs:** The board reviewed the proposal presented by Decorex to repair the damages caused by flickers during 2012 and 2013 for a total of \$15,130.00. There are a total of 89 holes that will be covered with metal flashing to avoid further damages. Cary made a motion to approve the repairs as presented by Decorex; Bruce seconded. Motion carried unanimously.
 - b. **Proposal to Replace Shutters:** The board reviewed the proposal presented by Decorex to replace 13 damaged shutters for a total of \$3,705.00. Bruce made a motion to approve the replacement of the 13 shutters as long as Decorex would give some type of discount as they will be also working on the flicker repairs; Cary seconded. Motion carried unanimously.
 - c. **Additional Items from the Board:** No additional items were brought forward
7. **CORRESPONDENCE:** Reviewed and no additional questions.
8. **ADJOURNMENT:** There being no further business the meeting was adjourned at 6:17 p.m.