

STAPLETON ROWHOME ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

Date May 12, 2008

CALL TO ORDER

The meeting was called to order at 6:30 p.m. For the meeting were the following: Ron Hammond (President), Derrick Taylor (Vice President), Laura Wang (Secretary), Rita Temple-Trujillo (At Large), Nickie Greco (Weststar manager).

APPROVAL OF PREVIOUS MEETING MINUTES

The March 10th, 2008 meeting minutes were unanimously approved as written

OPEN FORUM

Mcstain continues to follow up on all punch list items throughout the community.

1. Overpayment of water fee for the Paseos- Homeowner stated current owners of Paseos pay \$50/month as a water cost. This is much higher than any water bill for the surrounding homeowners that do not live in the Paseos. Average bill is around ~\$30 every other month. Is there any way we could give a better prorated bill for the month. They end of receiving a very large check at the end of the year, which the homeowner is not able to utilize the money, and they, the homeowner lose in interest. Response was that we inherited the system and do have a history. We will take a look at it, however could not change the system midyear.
2. Outside Paint-Homeowner discussed how her westward facing house's paint is already chipping and peeling. It is embarrassing for her to entertain on her deck. Response is that it is the homeowner's responsibility to report these things. We, the board, do have all units on a schedule for painting. The first will be the backyard homes on 29th Avenue, 2nd Unita homes, 3rd homes on Central Park Avenue, and last are 29th Pl. If the homeowner is still within warranty call McStain. If you are out of warranty, unfortunately we cannot do anything in the immediate future, due to the scheduling of painting. As an associate we cannot paint all homes in one year. It has to be on a rotation. Possibly if had some touch up paint from the builder could touch up the areas that are peeling off.
3. Landscaping-Nickie did a walk of our area and she thought things were not looking well. The flower pots, in the Paseo area, had not even been planted. There were numerous weeds in the grass and mulch area, which is in our contract for things to be weeded manually as needed. Left message for the contractor about a leaking sprinkler and contractor did nothing about it. There was brown grass with dandelions. The sprinklers were not working from 8051-8401.

4. Storm Doors-It was present at the meeting to appeal about out of compliance storm doors. Homeowner put a black storm door up and had the front door painted to match the trim. It cost him \$1000.00. Owner felt it was a very long time frame from when the doors were installed, until owner was notified and had to have them repainted to match the trim, ~1.5 years. Owner thought it was only the front door the HOA was referring to. Owner is appealing to have to remove and paint the back/side door. Owner feels the HOA/board should own up to a miscommunication in the newsletter, which differed from the guidelines provided at closing. HOA board to touch base with the design review committee on the color of the door. Board met and agreed to approve the back/side door can be grandfathered in, and will not have to be re-painted to match the trim.
5. Design Review-Homeowner submitted a design for a retractable awning on the back of the row home which faces the west. Whole design and request should be sent to the design review committee first. Once they have approved, bring to following meeting.

MANAGER'S REPORT

Financials - The Board unanimously approved the Financials for March and April.

Delinquencies - The Community Manager reviewed the Legal Status Reports. All collection accounts are processed in accordance with the Stapleton Rowhomes Collection Policy.

OLD BUSINESS

None

NEW BUSINESS

1. Policies-HOA did not have policies or procedures on how to run things. Board reviewed, approved, and signed the following policies and procedures: Inspection and Copying of Associations Records; Regarding Conflicts of Interest; Conduct of Meetings; Collection Policy and Procedure; Enforcement of the Declaration, Bylaws, Rules and Regulation or Architectural Guidelines; Adoption and Amendment of Policies, Procedures and Rules; Investment of Reserve Funds.
2. Lighting- Received a bid from Full Spectrum Lighting for monthly maintenance of lights. Cost \$350/month. Nickie to follow up if this includes bulbs and then what type of bulbs are they purchasing.
3. Spraying trees-All Seasons, our landscaping contractor, has not sprayed the trees at the end of April as promised. Not serving the property as they should. Communication with the manager has not been the best.

4. Contract for Sprinklers- Contract received for the maintenance on the irrigation system. Current contract only check sprinklers 1x/month. New contract states every 2 weeks or every week. Board voted to pass on two bids and continue with having the contractor check the sprinklers 1x/month. Derrick will start working with the landscaping committee. He will regroup them and start having them do more frequent walks of our HOA homes.
5. Insurance Policy-Board members signed an addendum to our current policy, which includes in the event of a terrorist attack. It is the Terrorism Risk Insurance Program.

FUTURE MEETING DATE

July 14th at 6:30 p.m. at Panera Bread Company on Quebec.

ADJOURNMENT

9:00 p.m.