

STAPLETON ROWHOME ASSOCIATION HOMEOWNER MEETING MINUTES

Date: July 11, 2011

Call To Order

This 2011 Stapleton Rowhome Association meeting was called to order by Derrick, at 6:36 p.m. at the Stapleton Master Association Community Room. The following were present:

- HOA Bd: Derrick Taylor, Jennifer Jessen, Marita Rodriguez, Tracy Dixon, Sandra Patterson
- Weststar Management: Ricardo Lases

Homeowner Forum

1. Gardening – back alleys need more weeding
2. Concrete – Homeowner wondering when her concrete walkway will be fixed
 - Concrete work was last done last year
 - Ricardo will look up warranty from work done last year, and will f/u
 - Otherwise, will be addressed every 4 years – therefore 3 years from now
3. Painting just done – some complaints (paint on plants in yards), some compliments

Current Financials – Reviewed

1. CDs
 - We did not put \$50,000 into 6-month CD yet d/t need for big bills coming up i.e. painting
2. Lighting Maintenance Expense
 - Shop around and see what other HOA's do for this and ask other contractors re: lighting maintenance expense.
 - Current \$350 seems expensive
3. Motion to approve financials by Derrick
4. 2nd by Tracy
5. Unanimously approved

Unfinished Business

Fence staining

- Received email from Casey and Ron re: previous staining
- Staining proposal – stain the fences of the townhouses that were painted – keep it on the same schedule
- Do the staining in the fall and go with clear color
- Clarify what “natural tone cedar” is on the proposal
- Proposal approved

New Business

1. New planting proposal
2. Dead tree and dead shrubs under warranty and will be replaced
3. If trees are not under warranty, and don't have the leader, leave for now but will need to be replaced at a later date.
4. New planting proposal for entire HOA grounds – needs to be tweaked
5. Move to approve 3 new trees at \$380
 - a. 2nd
 - b. Unanimously approved
6. Valentia Street planting
 - a. Verify that plan we approved is what is actually there
 - b. See if Linda Wingate will participate in meeting with Premiere
7. Trees
 - a. Get rid of 2 dead trees
 - b. Treat the trees with active infestation with intention of monitoring them for healing or decline
 - c. Once infestation is completely gone, then replace trees and not until then.
 - d. Consider different trees.
8. Talk with homeowners and neighbors at 8189 E 29th Ave – do they want something other than cotoneaster ground
9. Xenia & 29th - bed in the middle of the buildings – 9 dead tall grasses
 - a. First, verify that irrigation is working
 - b. Then, replace.
10. 2010 Audit draft
 - a. Run it by Dan Prather via email for his review first
11. 2011 Management contract – renewed
12. Action Items
 - a. Water leaks
 - i. 6 leaks reported this past week through windows or door frames in the Paseos
 - ii. We are caulking around the door frames and windows on the exterior
 - iii. If it is the door or window itself, then it is the homeowner's responsibility
 - b. Shutters are in process
 - c. Woodpeckers
 - i. Gone for the season
 - ii. Repairs however are still in process

CORRESPONDANCE

1. Re: Direct TV Dish installations
 - a. Refer correspondence to DRC
 - b. Get company to issue letter that says this is only location possibility
 - c. Inform the owner, cc the tenant
 - d. We have no legal relationship with the tenant
2. Re: door color change
Went to DRC for approval
3. Re: ongoing leak issue

- a. Look for documented history of contact
- b. Have we addressed the issue?
- c. If not, we need to address issue
- d. If so, they have HO insurance
- e. We need more history of the documentation of this

Approval of Previous Minutes

1. Motion to approve minutes by Derrick.
2. 2nd by Tracy.
3. Unanimously approved

MEETING ADJOURNED at 08:45pm

NEXT BD MEETING: Sept 12, 2011, 6:30 pm.

Submitted by: Jennifer Jessen, Bd secretary