

Stapleton Rowhome Association, Inc.

Minutes of Board of Directors Meeting

May 12, 2014

Present:

Board Members: Teresa Tuschoff, Isaac Rodriguez, Crystal Perry, John Fleming, Property Manager: Ricardo Lases, Weststar Management Homeowners: Bhavati Bharchwaja, Paul Gladstone, Suzanne Challino, Alec Garbini, Nancy Whitesen

Call to Order: 6:32 pm

HOMEOWNER FORUM:

Topics discussed: flicker damage to buildings, painting schedule, method the painting company will use to access water for power washing.

SHAKERPAINTING COMPANY PRESENTATION:

The owner of Shaker Painting presented how painting schedule would proceed and addressed concerns Of the Board members and homeowners. Windows, plants and any items not scheduled for painting will be covered to protect them. The areas to be painted will be power washed. They will caulk areas that need it. Only areas that have been designated to paint will be caulked where needed. The company has long hoses to access middle units for power washing. The first phase of painting will begin as soon as weather permits on the east side of 29th street from addresses 8221 through 8581. Shaker Painting requested permission and information regarding where to place dumpster and a portable potty. Ricardo will work with the Company to find the most suitable placement of these items.

LANDSCAPE COMMITTEE REPORT:

There has been no meeting of the Landscape Committee since the last board meeting. Also, the Chairperson has resigned. The Board ratified the proposal made to CoCal at the last meeting via email. CoCal will now move forward to remove existing plants and replant with the approved plants. Regarding replanting trees, John Fleming will work with Ricardo and CoCal to select trees and present their recommendations to the Landscape Committee. Since the Committee has no chair it was suggested that committee members rotate coordinating and scheduling meetings. But first, we will contact the former chair to see if she will remain on the Committee. Tentatively, a meeting will be scheduled for June. It was recommended that in the interim will communicate via email.

APPROVAL OF MINUTES FROM 3/8/2014 BOARD MEETING:

A proposal was made and seconded respectively by Isaac Rodriguez and Teresa to approve the minutes as submitted. The minutes were approved with no objections.

REVIEW OF CURRENT FINANCIALS:

Isaac reports that Associations financial picture for operations, budget and balances sheets are in good shape. He moved that the current financial statements be approved. Teresa seconded the motion. Financial report approve with no objections. Isaac encouraged the Board to set up an investment strategy with Morgan Stanley utilizing approved instruments to bring in

UNFINISHED BUSINESS:

- a) Engineer's' proposal-External Grade/Flatwork Deficiencies: External Grading completed. Two proposals were submitted by Knott and SBSA (SolutionsBefore-SolutionsAfter). The proposal of SBSA was selected. Teresa Tuschoff moved to approve the selection and it was seconded by Isaac Rodriguez. Motion carried with no objections. Ricardo will coordinate project with SBSA. Funding will come from Operating Expenses.
- b) Ratification of 2014 Painting Project: approved with board members via email.
- c) Ratification of Landscape Proposal: approved by Board via email.
- d) Additional Items from the Board: Flicker Problems. Discussion regarding best approach to use. Should it be a temporary fix or assess methods for permanent fix? Repair was done in 2012. Several recommendations made to repair existing holes and obtain estimates for installing Mylar along the buildings. Also, obtain estimate to replace molding with materials not as attractive to Flickers.

NEW BUSINESS:

- a) Gutter Cleaning and Repairs Proposal: currently there is a proposal from JP Roofing who performed the work before. They are citing a bid of \$2264 for cleaning and repairs and a one year warranty. The Board requested that Ricardo obtain a bid from a second company. The start date is targeted for November 2014.
- b) Audit Report: The treasurer (Isaac) sees no major problems from an initial review but would like review the report in more detail. He will reply to Board at a later date. He moves that the Board approve the financials as reported in the audit ending 12/31/2013. Teresa seconded. Motion carried without objections.
- c) CoCal's bid for replacing the stolen backflows. Work will be done before the end of the year. Estimate approved with motion from Isaac and seconded by Teresa. Motion carried without objections.
- d) Fence Replacement 2493 Xanthia Street: It is the responsibility of the Board. Two bids were submitted. It was moved and seconded by Teresa and Isaac, respectively, that bid from AJI Fence, LTD. Approved by board with no objections.
- e) Investment Strategy: The treasurer has recommended that cash accounts be reinvested in possibly CD's with Morgan Stanley. The Board moved, seconded and approved the strategy as proposed. After meeting with HOA financial advisor the treasurer will submit proposal outlining the actual amounts and terms for the Board's approval.

The Board Meeting was adjourned at 8:42 pm

EXECUTIVE SESSION:

Call to Order: 8:43 pm

A discussion of delinquent homeowner accounts was discussed. Most of the delinquent accounts have been resolved.

Isaac reviewed tax forms. There seems to be some inconsistencies. He would like to meet via telephone with the accountant who prepared the forms before Board approval. Ricardo reports that an extension has been filed in case there are revisions.

Adjournment: 9:05 pm

Respectfully Submitted,
Crystal Perry, Board Secretary