

Preliminary Minutes

Board of Directors Meeting

October 30, 2024

Rescheduled from prior meeting scheduled on October 17

Location: 3rd floor Conference room, Parker Station

I. Call to order by President Patricia Ross, 6:10 pm Welcome to all.

Attending: President: Patricia Ross - Present
Vice President: Susan Caudill - by ZOOM
Treasurer: Lowell Willock - Present
Secretary: Ty Pippin - Present
Member at Large: Fred McCarthy - Present
Community Manager: Laura Williams - Present

Homeowners Attending:

- Steel Hellvang and Doug Barnes in person.
- Carol Blevins, Virginia Smerlinski, Scott VanNostern, Amy ?, Sherri Givens, EmRald, Gay ?, Hanshi (Pano) Perdaris, Rhonda Smith, Tiffany Roth

II. Approval of minutes:

Motion to approve the minutes from the September 12 was made by Lowell and Seconded by Fred. Opened to discussion, no discussion, deemed approved by Pat.

III. Financial Report: None given, by treasurer. Treasurer reported we are being frugal. No need to read the financials, "if anyone wants to view the financials, they are online and can be viewed there." Lowell also asked a statement be added from him about the Current 2024 and Future 2025 budgets. See Appendix A

IV. Homeowner Communication: Several spoke on individual questions.

Carol Blevins: Inquired about the street light at Rosewood and Longs way. It is on the list to be fixed next after carpentry for painting is done.

Sherry Givens: Water Meters Should be ready to mail out early next week according to Fred. Budget, Will this increase continue? We are working on the new budget. We will be discussing it in executive session.

Explained to owners: Who Ishmel is. Why he hasn't fixed light post.

Virginia Smerlinski: When will Ishmel clean up leaves? Will send out a blast when we are going to clean them up. We can only clean up leaves once per contract.

Scott VanNostern: General questions about when the budget will be published. Budget will post within the next few days if approved. Will post by Friday or soon after.

V. Committee Reports:

- A. **Paint:** They are half way down Longs Way. There are three more buildings left in the area they are in now. Will be walking this section a week from Friday. Questions on if they should be painting in this weather Painting has been slowed by repair work. Will leave the painting up to the painting professional. Shouldn't paint in weather below 50 degrees. May have it done in the next two weeks. Carpentry was slowed by more than expected work.
- B. **Water:** Joe and Fred need to put a packet together. General Board agreed to hire Katie to put it together and send it out. Would like to put the water packet in the budget packet. Katie may be able to get it together in 8 to 10 hours. Water packet was delayed by Fred's health.
- C. **ARC:** Home has a violation of structure. Windows that have been installed are in violation. An official notice will be going out in the next few days. Did not get permits or ask HOA/ARC for permission to change.

VI. Manager's Report:

- A. **Paint:** Was covered in the committee report.
- B. **Water Use:** Two buildings that have jumped above 5700 gallons of use with the last water bill. They have been flagged and given notice.
- C. **Curb Painting:** Laura was able to get a third bid from a company. It was very high and not a viable bid.
- D. **Pool cover:** Pool has been winterized and the new pool cover came in. New cover is too large, supplier came out and remeasured and a new cover is being ordered and made at the cost of the supplier.
- E. **Positive Pay:** Is taken care of and handed off to bookkeeper.
- F. **Training of Bookkeeper:** Continues for Travis and Stacey as needed.
- G. **New Bank account:** Has been opened. Checks have been ordered. Transfer of account from old to new will be up to Bookkeeper.
- H. **Unit that caught fire:** On Victorian Way. Is uninhabitable. Owner Farmers is taking care of most of the Unit's claim. Travelers is taking care of liability side of claim. Sedgewick is taking care of other claims for rest of insurance. A game system that was on the bed started the fire. The individual was injured in fire. Most of the damage is from smoke. Actual fire is contained to the individual unit. A window was broken and ceiling was taken down by fire department to check work.
- I. **Cars:** Monitored and towed. Three have been towed and others are tagged.

VII. Old Business:

- A. **Paint:** Was covered in the committee report.
- B. **Water Use:** discussed in committee.
- C. **Roof Inspection:** Need to get a third roofer to give a bid and make an inspection.
- D. **Curbs-** Laura was able to get a third bid.

- a. A bid was obtained from: CertaPro, Colorado Asphalt, MCC. Discussion followed that we needed to move forward to lock in costs. Lowell moved to go with the bid given by MCC with the stipulation it be done when the weather is appropriate. Ty seconded. Vote to move forward. Fred abstained from the vote. Four in favor with one abstained.
- E. **Air BnB:** Owner does not have a state sales tax license that we have been able to find. We are going to Have Laura send a letter out to cease and desist.

VIII. New Business:

- A. **Office Lease:** The Board will be moving the office. The new office will be located at 11479 S. Pine Drive, Parker, CO 80134. Will be paying \$600 less. A meeting room is available. WiFi is included. Lobby area and receptionist are included.
- B. **Annual Meeting:** Nov. 21st at the PACE center. 6:00. Laura needs a check to pay for it.
- C. **Sprinklers:** There are issues with the sprinklers. They are now being blown out. Some sprinklers are pooling, dribbling and causing problems. Several of the issues will be taken care of with the meters.

IX. Miscellaneous

- A. Patricia called for further considerations for general session.
- B. Fred moved we go into Executive Session. Lowell Seconded. Homeowners were dismissed. No vote taken: Moved into Executive Session at 7:08 pm
- C. Reentered General Session at 8:39 pm
- D. Fred Moved we send the 3 individuals discussed to collections and Lowell seconded. Approved by board.
- E. Lowell moved to create a “501” savings account to be used as seed money for common area repairs and replacements. Seconded by Susan. Approved by board.
- F. Joe was discussed and then dismissed as his walk arounds.
- G. Questions on the remote payments.
- H. Susan moved to adjourn Fred seconded and approved by board at 8:43pm

Respectfully recorded and submitted by Ty Pippin - Secretary

Appendix A :

In reference to the calculation of the 2025 Budget:

While I am reasonable confident the numbers are correctly calculated on my submission of the 2025 Town and Country HOA budget I cannot speak to all calculations used in the budget.

The 2025 budget uses numbers in a column labeled Apportioned Linear. I did not calculate those numbers but used the numbers given to me for this part of the dues per unit. The same is true for the column labeled Apportioned Insurance. Again I was given these numbers for budget preparation and have not checked or proofed these numbers.

I prepared a budget based on expected expenses in 2025 as well as a need to grow reserve accounts. From this number I then determined the dues required to meet these obligations as well as the amount due from each Homeowner based on the overall budget. Again, the parts of the dues required to meet the budget needs based on the size of the unit were not calculated by myself but were supplied to be used in budget preparation

Lowell Willock