

# DELMONICO TOWNHOMES ASSOCIATION, INC.

## Board of Directors Meeting Minutes

January 28, 2026

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The Board of Directors meeting was held via Zoom. The meeting was called to order at 5:40 PM. Present at the meeting were:

Carolyn Moyer	President
Ime Lopez	Secretary
Frank Hibbitts	Treasurer
Liz Klingensmith	Director at Large
Derek Patterson	Property Manager

Excused Absences: Janet Graverson, Director at Large

Before the meeting, a meeting packet was emailed to the Board.

### **Officer Reports / Minutes**

December 2025 ACC meeting minutes remain outstanding. Ime Lopez will finalize and forward them to Derek Patterson for distribution.

### **Finance Report**

The Board reviewed current financials and collection efforts. There are three new delinquent accounts, each under \$900 in arrears. Most of the current delinquencies are related to special assessments. A separate report will be prepared detailing outstanding balances related to the roofing special assessment.

### **Manager's Report**

The Board discussed the maintenance-based special assessment to fund a full community repair and painting cycle scheduled for summer 2026. Estimated total project cost: \$109,820. Estimated cost per unit: \$758 per home (based on historical paint cycle data). The painting contractor has agreed to honor a \$79,000 paint bid, contingent on work being completed in June 2026. Repairs must be completed prior to painting.

The Board discussed timelines for 2026 special assessment payments. Allowing three months for owners to pay after assessment approval would likely push the project start to mid-July 2026. The painter may require a deposit before work begins. Notices regarding the proposed assessment and upcoming meeting will be distributed by mail, email, the community newsletter, and posted on the HOA website.

An amended budget will be required if the assessment is approved.

### **Old Business**

The carport damaged by an Amazon driver has been processed through insurance. Repairs will begin once weather conditions improve. Fence repairs will also be scheduled when the weather allows.

### **New/ Other Business**

Upcoming Meetings: The property management company is searching for a new office location, which may allow future meetings to be held there. Until then, meetings will take place at the firehouse for the summer and fall of 2026. The next Board meeting is scheduled for March 24, 2026, at the fire station.

Insurance Coverage: The Board discussed loss assessment coverage in relation to the association's new insurance policy. A recommended coverage amount of \$25,000 was discussed for homeowners to obtain.

Newsletter: Derek Patterson will circulate a draft of the upcoming community newsletter to the Board for review before publication.

The following topics will be included in the next newsletter: guest parking reminders; information about the upcoming painting project; and a notice that the painting contractor may be available to perform owner-responsible work during the project period.

### **Adjournment**

The meeting was adjourned at 6:18 PM.

*Ime Lopez*

Ime Lopez  
Board Secretary