

DELMONICO TOWNHOMES ASSOCIATION, INC.

Board of Directors Meeting Minutes

May 28, 2024

The Board of Directors meeting was held at RowCal's office. The meeting was called to order at 5:41 PM. Present at the meeting were:

Carolyn Moyer	President
Jana Frey	Vice President
Ime Lopez	Secretary
Frank Hibbitts	Treasurer
Iona Lee	Director at Large
Janet Graverson	Director at Large
Derek Patterson	Property Manager
Excused Absence: Liz Klingensmith	Director at Large

Prior to the meeting, a meeting packet was emailed to the Board. The Board meeting was also provided by telecommunication (Zoom); Ime Lopez attended via Zoom.

Owner's Forum / Hearing(s):

There were no Hearings.

No requests were submitted to the Board.

Officer Reports / Minutes:

10/25/23 Organizational Meeting minutes reviewed. No changes suggested or made. Approved.

1/16/24 Board Meeting minutes reviewed: Motion by Frank Hibbitts to strike or change language in minutes regarding provision of legal opinion regarding expansion of board from 5 to 7 persons, pointing out that the legal opinion was issued after the meeting happened. Derek Patterson explained that a legal opinion was sent in email form last fall and again by telephone but not in a formal letter. Frank mentioned that the Board was not kept abreast regarding the governing documents about term limits. Bylaws and HOA 2021 rules are not in harmony with each other on the term limit issue. Mr. Hibbitts moved to follow up with David Firmin, attorney with Altitude Community Law, to confirm the terms set last fall when the Board expanded from five to seven members. Approved with one vote against.

3/26/24 minutes reviewed. No changes suggested or made. Approved.

2/2/24 ATWAM – email vote to approve the Association paying the balance owed by Owners for the Special Assessment for roofing, \$6-7K owing; was approved 7-0 in favor.

Finance and Manager's Report:

Mr. Patterson reviewed the finances ending January 31, 2024 - total Cash Assets: \$84,787.50 and Total Reserves: \$81,481.41; ending February 29, 2024 - total Cash Assets: \$88,786.11 and Total Reserves: \$87,662.44; ending March 31, 2024 - total Cash Assets: \$56,082.38 and Total Reserves: \$85,534.30; ending April 30, 2024 - total Cash Assets: \$76,471.82 and Total Reserves: \$86,982.94.

Question-and-answer period followed.

Discussion about landscaping vendor invoicing and Board members were directed to RowCal website for relevant statements and invoicing. Suggestion that HOA seek vendor bids on a periodic basis to get best rates, and concerns raised by several Board members about quality of the work of current vendors for landscaping, asphalt restoration in parking areas, need for upgrading on landscaping to address dying shrubs, missing trees, rock placement in Xeriscape.

The **Aged Receivables** report was reviewed (showed \$175k still owing, primarily comprising the Special Assessment, which is due in October 2024).

Discussion about whether units in collections should be permitted to rent non-residential properties from HOA (i.e. garage, storage.) Board unanimously agreed to a non-renewal on garage lease for unit 6110. Discussion about pet sitting business by owner in the HOA, agreed that this conduct is in violation of the HOA rules. Board agreed to send notices about keeping dogs on leashes while walking on property as per HOA rules, and for pet sitting business.

2022 Audit reviewed. Nothing remarkable to discuss. 2023 Audit is in progress with a new firm Ciratas.

Manager's Report:

2024-25 Project List

Mr. Patterson to mail the owner of unit 6113 instead of sending an email regarding the parking space issue.

Roofing: There was discussion about the assessment and estimate for Phase II or III. If it costs more than assessment, HOA reserves to be used.

Landscaping: \$3.5K estimate for tree pruning arborist (high priority clearance), price reasonable based on materials. Pricing covers all 30 buildings. Board voted to pay for work to be done.

Window Wells for 2024: All severe were completely repaired/replaced. Estimates for moderate wells total \$18,400 for 8 (110 rear and side, 6035, 6075, 6114, 6117, 6265, 6352) in 2024. Two additional wells (6134 and 6031) added for September 2024. HOA will not pay for window well covers unless covers were installed on older wells. In those instances, HOA will replace with a well and cover. Discussion about timing of replacement of all 10 wells.

A street pan repair issue has come up (resulting in a damaged vehicle) which may cost about \$24K, which may take away from window wells timing. Suggestions to [1] postpone street pan until Fall 2025 to take care of the wells and other repairs which have been pushed back for years; [2] Suggestion to reduce the number of window well replacements in 2024 from 8 to 4 pending roof costs.

Board agreed to do half of moderate window wells, get quote on the roof and half of street pan repair, see if costs come within budget. Wells to be done this summer - 6035, 6075, 6114, 6117. Mr. Patterson to get estimates for 6134 and 6031.

Motion by Mr. Hibbits to table concrete stoop repairs until 2025. Mr. Patterson stated that the stoop repairs are purely aesthetics, not foundation/structural. Motion seconded by Ms. Lopez. Motion passed. Will revisit in the Fall.

Old / New Business:

Management company for Capitol Pain Center complained about the dog station attracting a nuisance. Delmonico residents traversing on their property to walk dogs. Board agreed to move the dog station across Colony Circle closer to the bike storage area.

There was a discussion on the Adoption and Amendment Procedure (effective 1/1/06.) A new document provided for review. Board decided to use the updated document which reflects current laws and rules.

There was a discussion on request from James Johnson for HOA to reimburse for damage to his tire. \$196.00 requested and a final invoice from Firestone Complete Auto Care dated 2/18/24 was provided and reviewed.

There was a discussion on adding shrubs/ trees to front of unit 6063. Concern raised for location of sewer line, and other vital connections around the property, based on photo. Discussion about replacing fire resistant plants. Board agreed to add a bush/shrub, but not a tree.

There being no further business, the meeting was adjourned at 7:28 PM.



Ime Lopez
Board Secretary