

DELMONICO TOWNHOMES ASSOCIATION, INC.

Board of Directors Meeting Minutes

July 23, 2024

The Board of Directors meeting was held at RowCal's office. The meeting was called to order at 5:35 PM. Present at the meeting were:

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

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:

a. 5/28/24 Meeting: Ime Lopez explained that she is still working on Board Meeting minutes from May 2024, that she lost her notes during a transfer of files to a new laptop, and that the Zoom video link sent by Derek Patterson was broken. Mr. Patterson to send a new link to meeting video to Ms. Lopez and she will work on minutes for circulation and approval.

b. 6/27/24 ATWAM - There was an email and board decision by 7 to 0 approving bids for street light repair. There was discussion in the Board meeting about carport lights. Security has been tasked to check all carports. Some board members reported that there are many inoperative carport lights, not just those closest to unit 6051. Mr. Patterson explained that the streetlights operate on photocells and if they stop working, then the carport lights will also stop working.

Finance and Manager's Report:

Mr. Patterson reviewed the finances ending May 31, 2024 - total Cash Assets: \$99,777.71 and Total Reserves: \$93,149 (roof repairs are skewing the budget - HOA is +/- \$75K under budget on paper but that is not reflective of where we truly are financially); ending June 30, 2024 - total Cash Assets: \$273,116.98 and Total Reserves: \$98,200.31.

Discussion, Question-and-Answer period followed.

Discussion about additional expenses related to underground breaks in the irrigation system, billing for water not appearing as a line item in expense report, sprinkler system schedules, and lack of lighting around the community.

The **Aged Receivables** report was reviewed.

There was discussion about special assessment deadlines and dues balance notices being sent out to homeowners. Mr. Patterson confirmed that the notices are courtesy reminders. Deadline for payment of Special Assessment fees is October 1, 2024.

There are a handful of units in collections, and some homeowners are already in payment plans.

There was discussion about garage rentals, currently at \$200.00 per month. Mr. Hibbits suggested that garage rents be increased to meet inflation. Current rents have not been raised for several years. Mr. Hibbits stated that past Board discussions were had about raising the rents to coincide with inflation, but no decisions were made to increase rents. MOTION by Mr. Hibbits to increase garage rents to \$220.00 per month (upon renewal or commencement of any new leases) PASSED by 6 to 0 (1 board member not voting due to absence.)

Manager's Report:

2024-25 Project List

- Insurance Cancellation: There was discussion about cancellation of HOA's insurance coverage. Cancellation letter did not specify reasons to HOA. Mr. Patterson is seeking comparable insurance plans and opined that implementation of fire mitigation strategies as well as advising homeowner-members to address polybutylene piping might help chances for insurance renewals. Discussion about what would happen if HOA could not find affordable insurance.
- Streetlights: Mr. Patterson reported that new solar street light kits cost \$1977. A kit to test stand-alone solar panels has been purchased. If the test kit works, Mr. Patterson will seek bids for installation of panels for the carports in the southwest corner.
- Landscaping: \$3.5K estimate for tree pruning, removal of dead trees. arborist. Tree pruning to begin next week. Discussion about costs for top dressing bases with rock, redoing areas such as unit 6039 with grade/soil or new rock, rejuvenating parking island with new rock; units 127-131 Ivestone rear turf fix plus water cost; unit 6051 dead grass around front yard tree. It was mentioned by a Board member that in the future, it could be a better idea to eliminate use of turf to reduce water costs. However, it is not economically feasible for HOA at the present. Upfront costs if we get rock but it will benefit in the long term. Ms. Lee explained that the exposed tree roots are not nice looking or healthy for the trees. The rain deluge also washes away the soil. Remaining landscaping projects to be tabled until the fall, to give time for emergency and critical repairs to take place.
- Window Wells- a flooded well at unit 6017 is a high priority for repairs including damaged interior and exterior resulting from rain deluge in the past month. Mr. Patterson to arrange for assessment of damage and seek bids for repair. Mr. Patterson has not heard from homeowners about whether they will opt to cover any costs through insurance or otherwise.

- Concrete: Contract bids for the south loop street pain are divided into two halves: one half costing \$12,350.00 and the other half costing \$14,630.63.
- Street/Parking Lot Repair: There was discussion about the need for street sweeping, painting of parking lot dividing lines, and repairing potholes.
- Priorities and Decision: Consensus from the Board that current priorities are [1] solar street light installation community-wide; [2] concrete street repairs (only half of discussed damaged area) and [3] unit 6017 damage to window well, other impacted areas associated with that unit. MOTION to approve priorities and two proffered contract bids PASSED 6 to 0 (1 board member not voting due to absence.)

Old / New Business:

Home Business Matter: Board reviewed response from homeowner for unit 6110 concerning home business and notice given by the HOA. Ms. Lopez suggested that HOA notices include citations to rules so as to properly apprise homeowners of obligations and what is the alleged violation; and it was noted that notices do quote the Rules or governing documents.

Board reviewed two bids for repair work on the south drain pan. Half of the work to be done now, and the other half in the winter.

Board reviewed two bids for roofing (Cheyenne and Reliable); pricing is lower than earlier estimates. HOA needs to address and repair nine (9) more buildings. Discussion about pricing and billing, quality of work. Ms. Graverson made a motion to contract with Cheyenne. Mr. Hibbits vouched for the quality of Reliable. Motion PASSED 5-0 (1 abstention, 1 absence.)

There was a discussion regarding additional warranty for defective shingles. Cheyenne, through Malarkey can offer a 20-year NDL (no dollar limit) guarantee backed by the manufacturer. If there are defects in the installed shingle, Cheyenne will reroof at no cost to HOA.

There was a discussion about a street sweep/ painting bid- \$11.6K.

Travelers Insurance: Board discussed non-renewal notice. Mr. Patterson will look for other insurance options and present them to the Board. Different scenarios if insurance is not secured - HOA to raise dues to cover costs, or use of HOA reserves to pay higher insurance costs, or owners may need to self-insure.

There being no further business, the meeting was adjourned at 7:08 PM.



Ime Lopez
Board Secretary