

Delmonico Townhomes Association, Inc.

Board of Directors Meeting Minutes

July 6, 2020

Due to the COVID-19 Safer at Home order, the Board of Director's meeting was held by telecommunication and called to order at 3:00 PM. The June meeting was rescheduled to July.

Present at the meeting were:

Iona Lee	Vice President
Liz Klingensmith	Secretary
Jana Frey	Director at Large
Derek Patterson	Property Manager
Excused Absence: Beth Stearns	President

A Board packet was issued by email prior to the meeting.

It was noted that Mrs. Holmes sold her home at the end of June, so she submitted her resignation which was accepted with many thanks.

Owners Forum / Hearings:

There were no Hearings.

Secretary's Report:

The April meeting minutes were approved as submitted.

An Action Taken Without a Meeting email vote was taken on May 20th for a request to consider pursuing a Covenant Amendment to prohibit smoking and vaporizing in all outdoor Common Areas and private areas, as submitted by a resident. The request was denied 5-0 in favor.

Finance and Manager's Report:

Total assets as of June 30th are \$72,189.78 with \$45,882.23 in Reserves. Operating expenses were \$899.00 under budget for the year. Reserves funding is short by one month (due to snow removal fees in February). The Income and Expense Comparative and History of Checks reports were reviewed.

The Aged Receivables report was reviewed. It was unanimously agreed to continue not posting late fees or interest on any past due balance until September 2020.

The updated Top 10 List was reviewed.

Pricing was reviewed for milling/paving the streets (minus the parking spaces) for the southern half of the community. It was agreed to place the milling on hold but have the concrete drain pan in the same area repaired this year. Pothole repairs will continue as needed until next spring. (Pages 26-33)

The landscaping bush and tree replacements from the freeze damage (131 total) have been completed and the new plant material is much less prone to extreme temperature changes. Other large dead trees are scheduled to be removed.

Concrete repairs/replacements will be put on hold until further notice to help fund the Reserve balance.

A list of all wooden window wells and their condition was reviewed, noting that 21 need to be replaced. It was agreed to pursue replacing 7 for this year, with tentative plans for another 7 for the next 2-years.

The updated 5-Year Reserve Expense Projection spread sheet was reviewed.

It was noted that an HOA garage is available for rent, Unit #5 which came open July 1st.

Old / New Business:

Xfinity Communities submitted a renewal easement agreement & exclusive marketing agreement for review (10-year contract) which expires in December 2022. The revenue share table was reviewed noting the Association would be compensated roughly \$2,780/year, all dependent on the number of homes which utilize Xfinity's services. After discussion, the agreement was approved unanimously 3-0 in favor.

Mr. Patterson reviewed the status of the fire in 2019 at 6026 Colony, the subrogation status as of June 25th and all payment activity as of June 10th. The home was given back to the owners and the project is completed.

The private security patrols were increased due to recent reports of vandalism and auto break-ins.

The fire hydrants were tested, which is a yearly requirement for the Fire Department.

The next meeting will be August 27th ... unknown if by telecommunications, email or in person.

It was agreed to issue a summer newsletter with updates on the road work, concrete, the open HOA garage and the open board position, etc.

There being no further business, the meeting was adjourned at 3:55 p.m.



Derek Patterson
Property Manager