

Willow Green Townhomes
Board Meeting
April 6 2017

MINUTES

The meeting was called to order at 6:38 pm.

Present were: Martin Thiele, Lauren Wilson and Emily Barnak. Helen Cartwright represented Bartlett Property Management. A quorum is present.

Approval of Minutes:

Lauren moved to approve the minutes of the September 29, 2016 meeting. Emily seconded the motion, which passed unanimously.

Financial Statements:

At the end of March 2017 we have \$300.60 in the operating account and \$83,479.82 in the reserve account. Income for the year so far matches the budget and expenses are normal. Building repairs are a little over budget year to date as we had all the chimneys inspected.

The large delinquency should be cleared within the next few months. There are no other serious delinquencies.

Lauren moved to approve the March 2017 financial statements. Martin seconded the motion, which passed unanimously.

Old Business:

Bike Racks: The bike racks have been cleared up again and are looking tidy.

Fence / Brookdale: Part of the fence blew over because it was being destabilized by a tree. The tree has been removed and the fence has been repaired. Helen will ask Jay to stain the new fence section. We still need to find out from Brookdale if they will be removing any of the dead / dying trees along the fence line so that we can determine if we should clear the branches impacting Willow Green property.

Clubhouse Deck: Martin discussed with Bill Johnston the possibility of rebuilding the deck supports with steel instead of wood. Another option would be pressure treated lumber. We could also remove the deck and install a patio or pavers. The board is still considering repurposing the hot tub enclosures for homeowner storage.

Concrete at 3346: We will meet with FRAM to determine if there is additional work that needs doing so we can meet the minimum job charge.

Chimney Cleaning: All but two of the chimneys have been inspected and there is no evidence of structural damage in any of the chimneys. A couple of the chimneys had damage caused by over-firing. Helen is following up with the owners.

New Business:

Appointment of Officers: Martin is appointed as President, Emily is Vice President and Lauren is Secretary/Treasurer.

2017 Grounds Maintenance: The Green Spaces grounds maintenance contract for 2017 was approved by email.

Lauren moved to have Mosaic Gardens do monthly weeding and drip system checks as well as the fall cut back, in the landscaped front garden areas. Thomas needs to move the rocks from the common area.

2017 Projects:

Staining buildings: Emily moved to approve the Mountain Woodcare bid of \$12,979.00 to stain the 2 west sixplexes, the clubhouse, one dumpster shed and two mailbox structures. Lauren seconded the motion which passed unanimously.

Trim touch up: We will get another bid for touching up the trim paint.

Asphalt Repair: Martin moved to approve the Front Range Asphalt Maintenance bid of \$7,138 to replace the last section of asphalt parking spaces and restripe the bays. Lauren seconded the motion, which passed unanimously.

ACC Applications: The application for new windows at 3381 was approved by email and the windows have been installed.

Homeowners Concerns:

The roof vent boots have all been replaced.

A radon mitigation system has been installed at 3311 without architectural permission. Helen will contact the owners to let them know that the location is not approved and that the pipe needs to be painted to match the trim.

There is a fridge on the front porch at 3307. Helen will ask them to remove this.

Next Meeting Date:

The next meeting will be on September 14, 2017 at 6:30 pm.

The meeting adjourned at 8:14 pm.