

YARMOUTH WAY CONDOMINIUM ASSOCIATION INC.

HOA Board Meeting – Meeting Minutes

Location: 4617 17th Street Date & Time: Mon, July 8, 2019 – 6:30 PM

MEETING ATTENDEES

HOA Board Members Present	Steve Muller, Cathy Badell, Sabrina Neu, Drake Elkins	Quorum Met?	Yes
HOA Board Members Not Present	N/A	Other HOA Member Attendees	N/A
Property Mgmt Co Attendees	Helen Cartwright	Guest Attendees	N/A

NEW/OPEN ACTION ITEMS

Date Assigned	Owner	Description	Target Date
07/08/19	Helen	Send email about open fire burning restrictions	07/19/19
07/08/19	Helen	Contact owner about fire pit (gas vs wood)	07/19/19
07/08/19	Helen	Look into auto-draft for HOA fees	07/19/19
07/08/19	Helen	Get second bid to evaluate balcony support repairs.	07/19/19
07/08/19	Helen	Make changes to the landscaping responsibilities related to repairs and send to board for final review before adding to R&R.	07/12/19
07/08/19	Board	Review final draft of landscaping responsibilities and confirm Helen can publish.	07/19/19
07/08/19	Helen	Arrange a meeting between FRAM and 4632 16 th St owner	07/19/19
07/08/19	Steve	Find out how many sprinkler zones are in the Master HOA.	07/31/19
07/08/19	Helen	Go back to owner of 1633 to revise ACC if she wants to do a different color.	07/19/19
08/08/19	Helen	Send out reminder about painting and ask people to reply if their painting has been done.	07/19/19
07/08/19	Helen	Ask LCE owners along woonerf to trim trees or HOA can arrange and bill back.	07/19/19

DISCUSSION NOTES

1. **Meeting Called to Order** – At 6:41 pm
2. **Approval of Minutes** - Motion by Steve to approve minutes from April 1, 2019 and seconded by Cathy. Motion passed unanimously.
3. **Manager’s Report** - Reviewed.
4. **Financial Statements & Delinquencies**
 - a. At the end of June 2019, we have total assets of \$65,904. Income overbudget because of EcoPass payments, although dues and water are behind. All expenses are normal. There is a total of \$1,798.02 in delinquent accounts, some from water bills, some from short pays.
 - b. Cathy moved to approve the June financial statements. Drake seconded the motion which passed unanimously.
5. **Old Business**
 - a. **Action Item Update**

Date Assigned	Owner	Description	Target Date
07/17/18	Helen	Follow up with the contractor to evaluate all balcony supports on units along Yarmouth and if they pose a safety issue, fix them per Declaration Section 2.1 1.1 (b). <i>Open – 2nd bidder will evaluate on 07/09/19.</i>	04/15/19

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07/17/18	Helen	Follow up with Mike for bid on rock landscaping in GCE next to 4620 16th St and on woonerf in front of 4630 and 4632 16th St. <i>Completed</i>	04/15/19
07/17/18	Helen	Confirm that sewer breaks are covered by insurance. <i>No, sewer breaks are not covered by insurance. Board agreed to not add to reserves, in the event there's an issue, a special assessment would cover costs.</i>	04/15/19
04/01/19	Board	Review LCE Maintenance policy & provide feedback over email. <i>Open – See action items</i>	04/15/19
04/01/19	Helen	Contact two contractors – Asphalt Doctor & Front Range Asphalt Maintenance – for bids on concrete and asphalt and curb issue. <i>Closed – Pending approval by Solar Row to move forward.</i>	04/15/19
04/01/19	Helen	Contact for individual owners with honey locust trees in LCE for treatment and bill back approval. <i>Closed – They all approved to have them treated and has billed back.</i>	04/15/19
04/01/19	Helen	Contact Kristin for colors used. <i>Closed – Gauntlet Gray (Sherwin Williams)</i>	04/15/19
04/01/19	Helen	Helen will arrange backflow testing for YW and will contact Steve Muller about timing to arrange 16 th Street Master HOA. <i>Closed – Scheduled for next Tues 07/16</i>	04/30/19

6. Old Business

a. EFAA Drainage Issue

- i. No status update.

b. 16th St Master HOA Property Tax

- i. Resolved and do not have to pay property taxes in the future, but no refund of 2018 taxes paid.

7. New Business

a. Racoons/Cats

- a. The feces may be related to cats who were used to the area before we covered with rocks.

b. Asphalt & Concrete

- a. Steve motions to approve the revised quote from FRAM. Cathy seconds. Unanimous.

c. ACC Applications

- a. Approved via email except 1633. Not approved as submitted. Would approve a different color.

d. Creekside Community Association Management

- a. Out of office from July 20 through August 6. Back-up contacts noted on phone message and email.

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8. Homeowners Concerns

- a. Tree Trimming – Tree branches are scratching cars that drive along the woonerf. Helen will ask owners to trim them.

9. Upcoming Meeting(s)

- a. **Next YW HOA Board Meeting** – The next Board Meeting is Wed Oct 2 at 6:30 pm at 4625 17th Street.

10. Adjournment

- a. With no further business to discuss, the meeting adjourned at 8:17 pm.