

**Starbright Townhome Association
Minutes
Board of Directors Meeting
June 28, 2020
Eagle Rim Park, Grand Junction**

- I. **Welcome/Roll Call:** Meeting was called to order at 10:07 AM. Those present were Ashlie Kane, President, Valerie Gilliam, Secretary/Treasurer, and Dana Ehlers, Member at Large
- II. **Approval of March 2020 Board Meeting Minutes –** March 2020 minutes have been sent out to board members to be approved via email.
- III. **Financial Review**
 - a. **Past Dues –** 2 homeowners show delinquencies, and both are on payment plans. All other receivables are reflective of regular monthly dues and the special assessment. It appears that everyone is paying.
 - b. **Current balances –** the board is pleased with the cash balance held by the HOA. \$22,084 less note payable of \$5408 = \$16,676 in funds. Asphalt work has been completed and paid for.
 - c. **YTD Budget comparison –** Income looks a little higher than budget because of pre-paid dues. Expenses are pretty much on target except insurance is higher. Off contract landscaping is higher (\$1240) due to the removal of trees.
 - d. **Approval of financials –** financials approved by the Board unanimously.
- IV. **Old Business**
 - a. **Discuss repairs needed and prioritize.**
 - i. **Asphalt repair –** satisfactory completion. There is some asphalt crumbling in the overflow parking lot but that is due to the age of the parking lot and not due to poor workmanship. .
 - ii. **Homogenous design for front of units –** lattice dividers and landscaping: Board will delay decision on getting xeriscaping and lattice dividers done until after it is determined if the buildings need new siding and how much new fencing will cost.
 - iii. **Lift and level concrete –** work has been completed in a satisfactory manner.
 - iv. **Elm seed bugs –** there does not seem to be a large influx of bugs this year. It was discussed that if new siding is done, homeowners will be responsible for getting back yard trees trimmed so that they do not rub on the siding.
- V. **New Business**
 - a. **Siding replacement**
 - i. **A written bid from Stephenson Siding** indicates the cost for all 3 buildings to be \$115,000. To replace windows also will be another \$47,846. The bid included replacing the sliding glass doors; however, the Board agreed that should be a homeowner responsibility.
 - ii. **Valerie prepared a worksheet (attached)** to show how siding, windows, landscaping, and lattice dividers might be paid for. Worksheet needs to be re-done without sliders and use the term “down payment” instead of “leftover from Special Assessment” so that the worksheet is easier to understand. Also, Valerie to investigate whether or not a 15-year loan would be available.

- b. **Fences: Valerie and Ashlie will walk the property and discuss fence repair and/or replacement.**
 - c. **Get Help from Handyman to prioritize projects for the HOA: Ashlie will set up a meeting with handyman to walk the property and discuss prioritizing projects.**
- VI. Other Business**
- a. **Enforcing 1 pet policy – It is difficult to enforce. The Board agrees that we need to be vigilant before a property is sold. Perhaps we can require that a copy of the Rules and Regulations be signed. Valerie asks Board Members to let her know if they see a for sale sign.**
 - b. **Gutter clean out – Ashlie to obtain a bid for this work. It may need to be done twice per year.**
 - c. **Abandoned vehicles and trash trailers – Star Bright has entered an exclusive contract with North Star Towing. The abandoned vehicles and trash trailers have all been removed. The board wants to investigate a way to prevent vehicle abandonment from happening in the future. Valerie to call security company to see how much a security camera would cost.**
 - d. **Faucets: front faucets are the responsibility of the HOA. Backyard faucets are the responsibility of the homeowner.**
 - e. **Communication – homeowners will be encouraged to communicate directly with Heritage Property & HOA Management. Ashlie Kane will be main contact person from Star Bright to Heritage. The Board desires consistency in communication.**
- VII. Meeting adjourned at 11:35AM.**

After adjournment, Valerie & Ashlie walked the premises to look at fences. The owner of 255 #1, Brian Ruble, was home and suggested that the HOA replace the fence that runs along the common area. In order to save the HOA money, Brian would be willing to work a weekend to give direction on getting the fence replaced. He would need homeowner volunteers to help.

Ashlie pointed out that the roof on the 255 building looks like it needs repair. Valerie to contact Farmers Insurance to find out more information the roof replacement that was done as an insurance claim due to hail damage. Ashlie to obtain a bid for roof repair for the 255 building.

TO DO'S

1. **Ashlie to set up meeting with handyman to walk premises. Need bids for roof repair (255 building,) and gutter clean out. Would like to know their opinion on how long the current siding will last and window replacement.**
2. **Valerie to call a siding company to get another opinion and bid.**
3. **Valerie to call Josh of Thompson Enterprises and ask to trim tree at 255 #2.**
4. **Valerie to contact Farmers Insurance to find out information regarding roof replacement when it was done and if all 3 buildings were done.**
5. **Email to homeowners regarding pest control. Pest control company is out the first Thursday of each month. They knock on doors to see if anyone needs anything special.**
6. **Ashlie to find out how much material will cost for fence replacement.**
7. **Valerie to find out how much a security camera would cost.**