

**Starbright Townhome Association
Minutes
Board of Directors Meeting
Sept 15, 2019
On site**

- I. **Welcome/Roll Call:** Meeting was called to order at 9:30AM. Those present were Valerie Gilliam, President, Ashlie Kane, Vice President and Dana Ehlers, Member at Large
- II. **Approval of June Board Meeting Minutes** – June minutes to be sent out to board members and approved via email.
- III. **Financial Review**
 - a. **Past Dues** – the same 2 homeowners show delinquencies. Valerie to check with Heritage to see if these 2 homeowners are making payments.
 - b. **Current balances** – the board is pleased with the cash balance held by the HOA. \$23,400 less note payable of \$9,668 = \$13,732 in funds.
 - c. **Budget comparison** – the HOA has collected 96% of regular monthly dues year to date. Year to date expenses are 7% higher than budget (\$21,615 spent vs. \$20,136 budget.) \$10,500 was removed from expenses since that is part of special assessment income and expense.
 - d. **Approval of financials** – financials approved by the Board unanimously.
- IV. **New Business**
 - a. **Discuss repairs needed and prioritize.**
 - i. **Asphalt repair** – the Board compared 3 bids
 - 1. **Straight Edge Striping** – clean asphalt and re-paint parking spaces = \$774.57.
 - 2. **Valley Pavement Maintenance** – clean & crack seal all cracks, clean asphalt with push blowers and wire brooms, sealcoat asphalt, re-paint parking spaces = \$10,051
 - 3. **Asphalt Specialists & Supply, Inc.** – mill areas to ensure smooth transitions and proper drainage, clean existing asphalt, repair potholes and damaged asphalt, furnish and install a 1 ½' compacted asphalt mat, re-stripe = \$43,550.
 - a. The Board did not feel that cleaning the asphalt and re-painting (Bid #1) would be a good idea since the asphalt is not in good shape.
 - b. The Board unanimously approved to move forward with bid #2. A visual inspection of the parking lot by the Board brought up the question as to whether the parking lot in front of the 255 building can be expanded onto the Open Space. Board to investigate.
 - c. Although Bid #3 is comprehensive, the Board does not feel that Star Bright Townhomes HOA can afford this work.
 - ii. **Lift and level concrete** – Valerie to obtain bid for concrete in front of 255 #7 & #8 where water pools and freezes.
 - iii. **Homogenous design for front of units** – lattice dividers and landscaping – to be discussed at annual meeting. The board likes the look of the lattice dividers so

we will discuss this at annual meeting to see how other homeowners feel about this. Need price.

b. Prepare Agenda for annual meeting

i. Parking

1. The board unanimously approved an addition to the Rules and Regulations to state that inoperable vehicles must be fixed or removed from the premises within 30 days. Owners will be notified of violations.
2. The board unanimously approved an addition to the Rules and Regulations to state that if damage to common areas, including the parking areas, is caused by an owner or a tenant, the owner will be responsible for repairing the damage rather than the HOA.

ii. Problem elm trees

1. The Board will request that homeowners not plant any new trees in their backyard. The yards are too small, and the trees eventually encroach on neighbors' yards.
2. The CSU Extension County Fact sheet states that removal of the elm trees does not eradicate elm seed bugs. "Spraying elm trees or cutting them down to reduce elm seed bug populations is ineffective as the bugs and elm trees are in high populations and highly mobile in the Western Slope area of Colorado." Therefore, the board will not ask owners to remove Elm trees. If a neighbor is unhappy about a tree in a neighbor's yard, a complaint should be filed or neighbors should talk with neighbors.

iii. Dumpster: to be discussed at annual meeting. Only household trash is allowed in dumpster. Owners or owner's tenant will be responsible to pay fee if furniture and/or household appliances are left on the premises. The HOA of course will always pay to have items picked up to keep property from looking like a dumping ground; however, owners or tenants need to take responsibility and owners will be asked to report illegal dumping.

V. Other Business –

- a. At some point the HOA legal documents will need to be revised or re-written. The language in these documents is antiquated.
- b. a walk around of the premises was conducted by the board.
 - i. It was noted that the bush on the east side of the 257 building needs to be trimmed because it blocks sight of the parking sign.
 - ii. It was noted that a tenant of 257 #1 has left concrete pavers in the common area between the 255 building and the 257 building.
 - iii. Discussion ensued about the possibility of eliminating the common space in between the 251 and 255 buildings. Either that area could be used for additional parking or it could be xeriscaped to save on maintenance expense.
 - iv. The rock area in between 251 and 255 could also be used as additional parking. It was also noted that the kiosk is in poor shape and should be replaced.
 - v. It was noted that there is a lot of trash and debris around the dumpster. Valerie to contact Wes Oakes to see if he can clean it up.

To do's:

- 1. Contact Elizabeth to find out if there are owners that have not paid special assessment. Also find out if owners that are on payment plans are paying.**
- 2. Obtain bid to lift and level concrete in front of 251 #7 and #8. Have contractor look at concrete of all 3 buildings.**
- 3. Obtain bid from landscape companies to remove trees too close to buildings. Also, homogenous landscape design.**