

**Starbright Townhome Association  
Minutes  
Board of Directors Meeting  
September 20, 2020  
Eagle Rim Park, Grand Junction**

- I. **Welcome/Roll Call:** Meeting was called to order at 11:07 AM. Those present were Ashlie Kane, President, Valerie Gilliam, Secretary/Treasurer, and Dana Ehlers, Member at Large
- II. **Approval of June 2020 Board Meeting Minutes** – June minutes approved via email immediately after June meeting.
- III. **Financial Review**
  - a. **Past Dues** – 2 homeowners show large delinquencies, and both are on payment plans. A comparison to May financials shows the balances are going down so it appears they are making payments on a regular basis. There are four homeowners whose balances seem high; Valerie to send an email to Karen to find out what is going on with those four homeowners. 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. \$24,714.39 less note payable of \$4,061 = \$20,652.86 in funds.
  - c. **YTD Budget comparison** – It appears from YTD Actual that HOA is negative \$2870 for the year so far. However, in that total is payment for asphalt repair of \$10,051 which was taken out of special assessment. Adding that line item back in shows a profit of \$7181 year to date. Expenditures appear to be within budget.
  - d. **Approval of financials** – financials approved by the Board unanimously.
- IV. **Old Business**
  - a. **Discuss repairs needed and prioritize.**
    - i. **Homogenous design for front of units** – Ashlie states that getting the front rectangular plots landscaped is a priority. Too many of the plots are not maintained and look unsightly. Valerie to find out from Josh Thompson if landscaping can be done after October annual meeting and if price quote still the same. If yes, the landscaping proposal will be brought up at annual meeting as a notice to homeowners. The cost of \$300/unit is within the ability of the Board to make the decision. Dana is not a fan of the lattice dividers, so this is not being considered at this time. Individual homeowners can pursue lattice dividers at their expense if desired.
    - ii. **Lift and level concrete** – the concrete in front of 255 #5 is in poor shape, very uneven. Ashlie to obtain a bid to lift and level.
    - iii. **Elm seed bugs** – elm seed bugs have not been an issue this summer.
- V. **New Business**
  - a. **Siding and roof repair:**
    - i. Ashlie presented a written bid from Baker Services for roof and siding repair. Total is \$53,470. \$5030 is for roof. The board agreed that roof repair is a priority and would like roof repair to be completed before winter. There are shingles missing.
    - ii. Darrell from Baker Services did not feel that the roof or the siding is a pressing or urgent issue. However, the board does feel that the roof should be repaired. Siding can wait.
    - iii. Valerie attempted to obtain an opinion from Rick Miller from Seamless Siding as to whether siding needs to be replaced. Rick Miller was called, he stated he was remarkably busy and please send an email with pictures. E-mail was sent on July 2, 2020 and Rick has not yet responded.

- iv. Siding information to be presented to homeowners at annual meeting. Valerie will prepare a presentation on how it would be paid for since there is not enough money in the bank to pay for either replacement or repair of siding.
  - b. Fences:
    - i. Brian Ruble of 255 #1 has offered to complete fence replacement adjacent to common area the weekend of October 3 -4, 2020. He needs 2 -3 volunteers to help him.
    - ii. Elizabeth from Heritage Property & HOA Management has sent out notices to the three homeowners, not in Starbright HOA, that would be affected by the fence replacement. We are waiting to hear back from those homeowners before we can proceed. Project may have to be put off until mid-October. The affected homeowners may object to the vinyl that the HOA wants to use. The existing fences are cedar.
    - iii. Once a date is in place, a notice will go out to homeowners with a request for volunteers.
  - c. Gutters – gutters need to be cleaned out this fall. Ashlie has been trying to get a bid to get this work completed.
- VI. Other Business**
- a. Enforcing 1 pet policy – not discussed.
  - b. Abandoned vehicles and trash trailers – Security cameras are costly and the board does not believe that cameras would act as a deterrent because even though people may be caught illegally dumping or abandoning vehicles, it is unlikely they would be prosecuted. The board unanimously agreed that a new sign would be helpful.
  - c. New Owners: The board would like to see the Rules and Regs signed at closing when a unit is purchased. Also, contact information needs to be completed and signed at closing.
  - d. Prep for Annual Meeting
    - i. A notice will go out to all homeowners for the annual meeting. The notice will include a copy of Rules and Regs and a questionnaire regarding the contact information, occupancy of unit and whether a property manager manages the unit.
    - ii. To be discussed:
      - 1. Siding replacement or repair.
      - 2. Window replacement.
      - 3. Xeriscaping common area rectangular plots.
      - 4. Illegal dumping and abandoned vehicles.
      - 5. Importance of having up to date contact information for every homeowner.
  - e. Information to Elizabeth so that she can prepare agenda.
- VII. Meeting adjourned at 1:00 PM**

**TO DO'S**

1. Valerie: contact Karen Houlihan regarding past dues.
2. Valerie: Call Josh Thompson to see if xeriscaping can be done in late October or early November. Trim tree on S side of 257 building.
3. Ashlie: Obtain bid to lift and level concrete in front of 255 #5.
4. Ashlie: obtain bid for gutter clean out.
5. Valerie: prepare simple comparison on how HOA can pay for siding replacement or repair.
6. Not assigned: Signage for dumpster.
7. Valerie: Prepare paperwork for title company to have new buyers sign and complete.
8. Valerie: find out age of roof of 255 building
9. Ashlie & Valerie - Annual meeting info to Elizabeth.