

**HAMPDEN HILLS AT AURORA HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES
TUESDAY, September 18, 2018 AT 7:00 P.M.
MISSION VIEJO LIBRARY - COMMUNITY ROOM
15324 E. HAMPDEN CIRCLE, AURORA CO 80013**

- I. **ESTABLISH A QUORUM** Meeting was called to order by Cliff Colson at 7:00 P.M.
The following directors were present:
- | | |
|-----------------------------------|----------------------------------|
| Cliff Colson, President | Melissa House, Secretary |
| Tony Giancaterino, Vice President | Rebekah Howison, Member at Large |
| Juli Moreland, Treasurer | |

Also in attendance was Jen Wyman with Metro Property Management

II. **BOARD BUSINESS**

A. **Board Announcements - NONE**

B. **Approval of Minutes - August 21, 2018** On a motion duly made and seconded, it was unanimously resolved to approve the minutes from August 21, 2018.

C. **Board members disclose any conflicts of interest regarding agenda items - None**

- III. **SPECIAL GUEST - Anthony with Supreme Commercial Care** Attended meeting to review their proposal to renovate a section of our irrigation system by creating a new zone in a certain area of the property. This request is being made due to continued wiring issues that is causing damage to the turf. Also provided an update that they've started pruning this week.

- IV. **HOMEOWNER FORUM** - The Homeowner comments during the forum included the following: **Homeowner @ 3804C** attended the meeting to address their concern over the continued noise disturbances in lot E and from the home of 3804A. Management requested that they continue to send an email each time there is an issue so that there is documentation noting when the situations are occurring. Provided an update that they're waiting for their contractor to finish the work on their front and back porch. **Homeowner @ 3850B** also attended the meeting to address their concern over the continued noise disturbances in lot E and from the home of 3804A. Management requested that they send an email each time there is an issue so that there is documentation noting when the situations are occurring.

V. **HOMEOWNER CORRESPONDENCE**

A. **Homeowner Hearings - 3804A, Didn't attend meeting**

B. **Board members review correspondence from the community - Homeowner @ 3782C**

Submitted an email to management after receiving a violation fine of \$50.00 for the home having a broken window of which has been corrected and is requesting that the fine be waived. The Board reviewed and agreed to waive the fine. On a motion duly made and seconded, it was unanimously approved.

- VI. **Manager's Report** - Board reviewed with Management

- VII. **FINANCIALS STATEMENTS** - All financial reports were reviewed. On a motion duly made and seconded, it was unanimously approved.

Status of Audit - Management continues to work with Griffin Group

VIII. UNFINISHED BUSINESS

A. City of Aurora Water - Pending as management continues to work with the City of Aurora for the backflow certifications.

B. Security Report - Reviewed documentation sent to management.

C. Recycling - Management provided quotes on adding addition pickups throughout the week, Board reviewed and agreed to increase our pickup from once to twice a week. On a motion duly made and seconded, it was unanimously approved.

D. Step Replacement Proposal - During the closing process of 3810B management submitted a status letter asking the title company to escrow \$750.00 to cover the open violations the prior owner had that didn't take care of, the front porch/steps were in need of repair. In the meantime management requested quotes from 3 vendors and presented this to the Board for review. The lowest bid came in at \$1,275.00, the board tabled the proposal upon further review with management.

IX. NEW BUSINESS

A. 2019 Landscape Maintenance Proposal - The Board received and reviewed a bid from Parkside Landscaping and have decided to table, requested management to have Supreme Commercial Care submit their proposal.

B. Snow Removal Contract - The Board reviewed one bid from Parkside Landscaping and another from Supreme Commercial Care, Board agreed to continue with Supreme Commercial Care. On a motion duly made and seconded, it was unanimously approved.

C. 2019 Painting Proposals - Management provided the Board with 4 proposals, Board reviewed and agreed to table until further review.

D. Irrigation Information/Proposal - Supreme Commercial Care sent in a proposal to start renovating the properties irrigation starting with reconfiguring a new zone in an area that needs immediate attention, the Board reviewed and agreed. On a motion duly made and seconded, it was unanimously approved.

E. 2019 Budget Wish List - The Board reviewed with management and would like to increase The following items, Landscape, Irrigation, Misc. Grounds, Concrete, Security and Painting.

F. Other - Board Member Tony provided management with contact information for a window company in the event anyone asks, Macon Glass and Mirror.

X. REPORTS -

A. ARC Committee - 3811B Submitted a request to have new windows installed, the Board reviewed and agreed. On a motion duly made and seconded, it was unanimously approved.

XI. ADJOURNMENT - On a motion duly made and seconded, it was unanimously resolved to adjourn at 9:14 P.M.

Next Board Meeting Date - Tuesday, October 23, 2018 at 7:00 p.m.

XII. EXECUTIVE SESSION - Discuss Delinquencies

Respectfully Submitted by Malissa House