

**COLUMBINE TOWNHOUSES FIVE ASSOCIATION
BOARD MEETING MINUTES
WEDNESDAY, MARCH 10, 2021 AT 6:30 P.M.
VIA VIRTUAL MEETING**

- I. **ESTABLISH A QUORUM** (Three of the Four directors needed) The meeting was called to order at 6:35pm. The following Board members were present for quorum.

Bob Oliver, President
Mike Torres, Vice President

Stacey Shepherd, Secretary Treasurer
Greg Hunt, Member at Large

There was one homeowner in attendance. Molly Ryan with Metro Property Management was also present.

II. **APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST**

Board Announcements – There were no announcements.

Approval of minutes-January 27, 2021 – On a motion duly made and seconded, it was unanimously resolved to approve the minutes of January 27, 2021.

Board members disclose any conflicts of interest regarding agenda items – There were no conflicts of interest.

III. **SPECIAL GUEST: NONE SCHEDULED**

IV. **COMMITTEE REPORTS**

Social Committee – There were no reports

ARC Committee –

7216WPA – Request to replace windows. On a motion duly made and seconded, it was unanimously resolved to approve the request to replace the windows with the same configuration and grids already in place.

7132WPA – Radon Mitigation System. On a motion duly made and seconded, it was unanimously resolved to approve the request to install a radon mitigation system contingent upon the tower being painted the same color as the buildings.

7194WPA – Radon Mitigation System. On a motion duly made and seconded, it was unanimously resolved to approve the request to install a radon mitigation system contingent upon the tower being painted the same color as the buildings.

HOMEOWNER FORUM- The Homeowner Forum included the following comments. The Board would like to see some rules and regulation reminders sent to the community regarding leashes and cleaning up dog feces. A homeowner reported the garage door at 7134 needs to be painted. Management will dispatch to Pro Way Services.

V. **HOMEOWNER CORRESPONDENCE** –

Homeowner Hearings – none scheduled

Board members review correspondence from the community – One homeowner is asking the Board to look at a crack in her foundation wall. The Association has dispatched to have the crack filled.

VI. **MANAGER'S REPORT** – Management supplied a written report of items completed since last meeting.

VII. **FINANCIAL STATEMENT**

January – February 2021 – The Board carefully reviewed the financials. On a motion duly made and seconded, it was unanimously resolved to approve the January and February financial reports subject to final audit.

VIII. UNFINISHED BUSINESS

Roof trusses – The Association has the contact for the new owner and will dispatch Pro Way Services to repair the roof trusses.

Status of Fence and patio repairs – The Board affirmed 7164 West Portland Avenue and 7132 West Portland Avenue have the highest priority. Management will contact Pro Way Services to see if they will honor the pricing from their original proposal.

Coupling in Meter Pit – The repair to the coupling in the meter pit is pending.

Other –

There were no other items brought before the Board.

IX. NEW BUSINESS

Insurance Claim – On a motion duly made and seconded, it was unanimously resolved to ratify opening an insurance claim for a slip and fall.

Landscape Architect proposal for xeriscaping – The Board would like to walk the community for xeriscaping options and will reconsider after the landscape walk. Director Shepherd wants to make sure the Board has consensus before they attempt another enhancement project. The Board considered an enhancement in 2019. The project was initially supported. After a lot of work and effort, it was ultimately opposed by the community and, as a result, denied by the Board.

Management Software Update – Management gave a report on progress for the new software. The homeowners will have a portal through which they can submit maintenance requests and view their account. The Board will be able to approve invoices and payment will be generated upon Board approval.

2021-2022 Budget Wish List – The Board would like to see a budget proposed with allocations toward the removal of split rail fence, removal of some junipers, updates on signage, replacement of split rail along the open space, concrete in front of the dumpsters on west driveway on Roxbury along with some drain pan and walkway. Two concrete patios for this budget season and removal of junipers on Roxbury will also be included in the budget proposal.

Schedule Next Board Meeting Date-The next meeting date is Wednesday April 14^h 2021 at 6:30pm
Budget Meeting

Other –

There were no other items brought before the Board.

X. **ADJOURNMENT** – On a motion duly made and seconded, it was unanimously resolved to adjourn at 8:10pm.

XI. **EXECUTIVE SESSION (Discuss Delinquencies)**

Respectfully Submitted by Molly Ryan:

Approved by an Officer