

**COLUMBINE TOWNHOUSES FIVE ASSOCIATION
BOARD MEETING MINUTES
Wednesday, September 13, 2023 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 6:32 p.m. The following Board members were present for quorum:

Robert Oliver
Shamus O'Brien

Stacey Shepherd
Mike Torres

There were eight homeowners in attendance. Jennifer Wyman with Metro Property Management was also present.

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

Board Announcements

Approval of minutes- On a motion duly made and seconded, it was unanimously resolved to approve the minutes of August 9, 2023.

Board members disclose any conflicts of interest regarding agenda items – Shamus O'Brien

III. SPECIAL GUEST: None

IV. COMMITTEE REPORTS

Social Committee – None

ARC Committee – 7266 WPA attic fan - On a motion duly made and seconded, it was unanimously resolved to approve the request.

Homeowner Forum –

Daniel Alva 7166 WPA – Thanked board for plumbing repairs.

Sherry Rock 7260 WPA - Inquired about status of roof repair and foundation vendor.

DeeDee Heyne 7232 WPA – Inquired about status of driveway drainage, bylaw amendment, documents in shed, and reports from last month's meeting.

Jennifer 7428 WRP – Reported on status of foundation repair.

Julie Denning 7086 WPA – Inquired about grading.

Simon Mwansa 7354 WRP – Inquired about utility right-of-way. Reported that Jeffco sheriff asked for camera footage due to garage thefts.

V. HOMEOWNER CORRESPONDENCE – The board reviewed correspondence to and from the community.

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

VII. FINANCIAL STATEMENT

August 2023 – Tabled until next meeting.

VIII. UNFINISHED BUSINESS

Hail damage inspection is pending.

Proposals to be discussed in work session.

7236 WPA and 7478 WRP proposal to re-grade by Eagle Rock - on a motion duly made and seconded, it was unanimously resolved to approve the proposal.

7222 WPA handrail proposal - DeeDee will suggest that Lois ask if Medicare will pay for railing.

7052 WPA Deck replacement - Jefferson County has requested site plan or survey of properties.

7428 WRP foundation repair proposal – on a motion duly made and seconded, it was unanimously resolved to ratify the approval of the proposal with the addition of the sealing.

Landscape renovations tabled.

IX. NEW BUSINESS

Snow removal contract tabled.

D&O Insurance renewal – on a motion duly made and seconded, it was unanimously resolved to approve the insurance.

Next meeting (annual meeting) scheduled Wednesday, October 11, 2023 at 6:30 p.m. via Zoom.

X. ADJOURNMENT – On a motion duly made and seconded, it was unanimously resolved to adjourn at 8:46 p.m.

XI. EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully Submitted by Stacey Shepherd:

Approved by an Officer