

**LAKESIDE TOWNHOUSE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 24, 2018**

I. Call to Order and Roll Call

The meeting was called to order at 7:12 p.m. at Lakeside Townhomes.

Board Members Participating Were:

Linsey Wolff  
Nina Wise

Chuck Randles (via teleconference)  
Sabra Calzone

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

With four Board members participating a quorum was confirmed.

II. Approve Previous Meeting Minutes

A correction was noted to Linsey Wolff's last name.

Nina Wise motioned to approve the May 18, 2017 Board Meeting minutes as amended. Linsey Wolff seconded and the motion carried.

III. Financial Report

A. *Profit and Loss as of June 30, 2018*

1. Operating Cash - \$39,592
2. Reserve Cash - \$64,932
3. Total Cash - \$104,526
4. Net Operating Income – \$3,038 deficit due to Turner Morris roof maintenance.
5. Net Reserve Income - \$8,031.
6. Overall - \$4,948 net surplus.

IV. Property Management Report

A. *Roof Repair*

The roof repairs have been completed.

B. *Irrigation Repair*

The irrigation repairs have been completed. Eric Nicholds will redirect one head that is spraying in the wrong direction.

C. *Dumpster Signage*

Chuck Randles had recommended adding signage at the dumpster shed about bears and poaching. Gary Nicholds made the decision not to add signage about bears since signs

are generally ignored and he did not want to spend Association funds unnecessarily. Dumpster poaching has not been as much of an issue lately.

D. *Grounds Maintenance 2019*

The grass was cut and is looking good despite the dry conditions.

Linsey Wolff reviewed notes from the property tour:

1. There are weeds growing out of the cobbles, pavement and walkways.
2. Twice annual spraying of the driplines should be considered.
3. There should be a spring and/or fall clean-up of the property for leaves and tree growth.
4. A lilac or shrub should be planted by the mailboxes to improve the look of the back side.
5. About half of the trailers behind the dumpster do not have current registration, which is required.
6. Some units have changed the exteriors with decks, railings or external facing fixtures that do not match the aesthetic of the rest of the building. There are some areas that need to be reseeded with grass. Some items need to be removed. Notification will be sent to these owners with a deadline to remedy. The Board needs to discuss a fine for non-compliance. The Board agreed to an October 12<sup>th</sup> deadline for repainting or reseeding. If an owner does not take action, the work will be completed and the owner will be charged. Gary Nicholds will track the responses. There are about three decks that need painting and a flower bed.
7. The trees should be sprayed against aphids and mites, which are prevalent this summer due to the high temperatures. The cost should not to exceed \$1,000.
8. There are some renters with dogs. Chuck Randles commented that the prohibition of renter pets is a policy. In his experience, such restrictions do not stand unless they are included in the Declarations.

V. Old Business

A. *Sidewalk Repair*

Gary Nicholds approached three contractors about bids for mud jacking or replacing the sidewalks. One of the contractors submitted a bid for mud jacking but the two other contractors never followed up. There were no real issues this past winter. This topic could be included on the Annual Meeting agenda. A suggestion was made to prioritize the areas in worst condition. Gary will request bids for full replacement from two other contractors who have worked on other properties for him. A Board member commented that the drainage should be addressed.

Chuck Randles said there was a bid of \$11,700 for some mud jacking, replacing some areas of concrete and the mailbox pad. The contractor broke it down so the work could be done in phases. Gary will request updated bids.

VI. New Business

A. *Painting of Buildings*

The buildings were painted about five years ago by Summit Color Services. They did a good job and there were minimal requests for touch-up. Gary Nicholds will request bids from a couple of contractors. The Board discussed selecting two color schemes or accent colors to update the look of the complex. The Board agreed to wait to paint again until 2020 and to consider one, two and three color schemes. The Board will review options at the next meeting.

B. *Property Lighting*

The Board agreed to install brighter bulbs in the fixtures around the parking lot only so the light does not disturb unit occupants at night.

C. *Vehicle Storage Permitting*

Gary Nicholds said there are some vehicles and trailers parked in the lot that are not registered. He asked the Board for direction regarding identification of the vehicles. A suggestion was made to do an annual inventory. Gary will send an email to all owners asking them to identify their vehicles and trailers within 30 days and to provide a copy of the current registration. A discussion about charging a \$100/year fee for storage will be added to the agenda for the Annual Meeting.

D. *Roof Ice Deflectors*

Gary Nicholds said there was discussion in the past about adding more ice and/or rain deflectors. The Board agreed this was not a high priority.

E. *Landscaping Report*

Nina Wise will develop a proposal for tree spraying. It is an issue this year because of the hot temperatures. She has requested bids from Neils Lunceford and Greenscapes for lawn maintenance. She recommended aerating the lawn and possibly granular insecticide to help the trees. These treatments could be incorporated in future budgets annual or bi-annually. She noted there were some areas of dry grass. Gary will address this with Bill Cadwallader.

Nina Wise motioned to approve aeration and tree spraying against mites and aphids at a cost not to exceed \$1,500. Chuck Randles seconded and the motion carried.

Gary Nicholds said Bill Cadwallader has informed him that he will not be able to provide landscaping maintenance next year. Gary will request a bid from Greenscapes.

F. *2019 Budget Ratification*

Gary Nicholds said there is a new law in effect that requires Associations to submit the annual budget to the membership for ratification. The budget can be sent out with a request for a response within a given deadline. A lack of response is considered a vote in favor. This process will occur this fall.

G. *HOA Dues Structure*

An owner sent an email regarding the allocation of dues and units that have been remodeled to create additional space. Chuck Randles said the Declarations specify that dues are to be allocated based on unit square footage and there is a schedule with the unit sizes. Changing this allocation would require approval of at least 67% of the membership and possibly the mortgage holders.

H. *Records Update: Property Size*

Some of the corner units have expanded into their attic space, creating an additional bedroom. The Board agreed to get a bid to have a professional audit of square footage of the corner units.

I. *Unfinished Remodel Unit 250-8*

Two units at the end of 250 have unfinished decks that need stain. Letters will be sent to the owners this week.

J. *Snow Removal 2018/2019*

A Board member commented that the plowing was not as good this year. Gary Nicholds will talk to the contractor about improving the service.

K. *Set Annual Meeting Date*

The Annual Meeting will be Saturday, September 22, 2018 at the Dillon Community Church at 9:00 a.m.

VII. Set Next Meeting Date

The Board will meet in the fall to review the budget. The date will be set after the Annual Meeting.

VIII. Adjournment

Linsey Wolff motioned to adjourn at 8:49 p.m.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_