

HARTSOCK VILLAGE CONDOMINIUMS HOMEOWNERS ASSOCIATION
Board of Directors Meeting
June 29, 2011

Officers Present: Alice Wilson, Linda Crownover (via telecom), Melody Dates, Patricia Lau,
and Wavey Williams

Property Manager Present: Bruce Beers

Committee Chairs Present: Linda Crownover (via telecom)

Quorum: Yes

The Board meeting was called to order at 10:33 a.m. by President, Alice Wilson in the offices of Bennett-Shellenberger Realty, Inc. located at 1710 E. Pikes Peak Ave, Suite 200, Colorado Springs, Colorado 80909.

President's Report

1. Bruce will draft and mail a letter to Dwight Cooper regarding the overdue audit of the HOA's finances during his term as Declarant. Because Dwight has been advised about the impending audit many times before, the letter will state that "the Board expects to have the audit report completed by July 15th or it will take further action". If we do not get a response by July 15th we will consult the HOA's attorney.
2. Dwight has personal property stored in the sprinkler room at 3755, building 3. Bruce will send a letter notifying Dwight the room will need to be cleared out by July 15th and if there is no response, Bruce will move the items to another storage room.
3. Bruce has received an email from Dwight objecting to not having the code to the garage. Dwight is asking for an extra garage door opener for each of his units. Bruce will advise Dwight that any additional openers will have to be purchased.
4. The Board discussed the Reserve Fund that currently has a low balance. The new budget allocates \$900.00 per month towards Reserves. Bruce will transfer \$2,700.00 via check into the fund for April, May and June allocations.

Treasurer's Report

1. Bruce reviewed the accounts payable with the Board. The outstanding attorney fees are \$4,300.00. Bennett-Shellenberger will be paid an additional \$200.00 per month for outstanding management fees. The fire hydrant testing to be performed in July Due in July will cost \$280.00.
2. A bill in the amount of \$1,400.00 for repair of the garage door in building 3 was sent to the Campbells (3-307) yesterday.

3. Bruce will modify the monthly financial reports with individual line items for legal fees allocated to each of Dwight's properties.
4. Bruce will contact Lori Lebya to update the current spreadsheet of tenant's names, address and vehicles by adding vehicle license plate numbers and make of car.
5. Bruce will establish a petty cash account of \$100.00 for use by HOA Treasurer, Melody Dates.

Property Manager's Report

1. The Board is allowing 2 in-door cats per owner/tenant therefore it is not necessary to revisit the cat survey. Linda will revise the leasing document.
2. Bruce confirms that Wells Fargo did foreclose on the Greg Nopp property, 2-101. The bank now owns the property and has been billed for payment of the 6-month "super lien" assessment.
3. The letter drafted by Bruce to Dwight Cooper regarding cleaning the absorbent in the parking space of the tenant in 3-105 was approved and will be mailed.
4. The letter drafted by Bruce to Dwight Cooper regarding the studded tires causing damage to the garage by the tenant in 3-106 was approved and will be mailed.
5. The letter drafted by Bruce to Dwight Cooper regarding a bike being stored in the garage parking space by the tenant in 3-205 was approved and will be mailed.
6. The letter drafted by Bruce to owner, Jeremy Combs in 3-204 regarding a motorcycle being parked in the storage area was approved and will be mailed.
7. The status of move-in fees for Dwight Cooper rentals was discussed. Although there are 8 new move-ins, Bruce has only collected fees from 3 of the 4 move-ins. His assistant is following up with the 4th. HOA capital contribution fees, equal to two months assessments, were also collected from two new owners at closing.
8. It was agreed owners shall verify that a credit check was performed on potential tenants and that no criminal or sex offender background exists on any state or federal level -- this verification is required prior to Board approval of the lease. Linda will forward a document to the Board further clarifying the rental guidelines.
9. The Board discussed garage parking and agreed that further clarification in the Rules is needed with regard to motorcycles. It was agreed only cars and motorcycles, not bikes or boats, may park in assigned garage spaces, between the parking stripes. Linda will revise the rules.
10. The Board has not yet signed a formal contract with Ron Davis for common area cleaning services. He currently cleans on Wednesday and Saturdays or Tuesday and Fridays when there

is a holiday. The major, heavy cleaning is performed on Wednesdays and the lobbies are touched-up on Saturdays.

11. Bruce will forward the bid for the cement repair for the damage done by the moving van company and for other repairs needed on the property. He met with Jerry Johnson of Jerry Johnson Construction yesterday. The estimate for the property not including the damage from the moving van is \$1,169.00

12. Alice discussed recent reports of people sleeping in their car in the Hartsock parking lot. When questioned, the individuals claimed to be related to an owner or tenant. This situation will be investigated further.

New Business

1. Bruce has met with the electrician and a plumber to discuss the general inspection of Hartsock property performed by Fred Root. Because the pipes are all covered by drywall, there is nothing that a plumber could do to other than to check the pressure and we have not had any complaints about that. An electrician can do an inspection but all the sockets in the common areas that were tested by Fred Root were fine and the main breakers were inspected and signed off on by the regional building department. Bruce's input from the electrician and plumber indicate that spending money on additional inspections may not be necessary. Bruce will contact Fred Root to find out what electrical and plumbing inspections he was recommending.

2. The electrical problem with the circuit breakers in both buildings has been fixed. The breakers and wiring were at minimum code and would not handle commercial carpet shampoo equipment. The shampooing of the carpets by Ron Davis is scheduled for July.

3. The areas for cement repairs have been identified in the parking lot and bids have been received.

4. The building access codes in the entryways have been changed and tenants will not have the code. Bruce is not giving the code to owners unless they ask. Codes that were originally assigned to owners were not changed.

5. Patricia will provide Bruce with a list of locations where we need mats. Ron will provide samples for us to try.

6. The codes for the garage have been changed as a security measure and only the property manager and Board members will be given the new codes. Bruce will check to see if a keypad is a required by city ordinance -- if not, the Board will consider removing the keypads completely from the garages.

7. The plumbing problem under the sidewalk north of building 2 will have to be repaired on a time and materials basis. Bruce can meet a contractor to find out what can and cannot be fixed but maintains this problem is for Dwight to fix. It is listed on the construction defect list.

8. The repair of item 6 will have to be completed before the sealing and re-striping of the parking lot. The bid of \$3,237.00 submitted by Seal Coat Specialties was accepted. (The other bid was higher at \$3,800.00.) The work will be divided into east and west sections to accommodate parking and garage access. The work has not been scheduled – it may occur in late July or early August. Bruce will send a memo out when a date is confirmed and also post the information on the bulletin boards.

9. The construction defect list will be sent to CD Development with a letter from Bruce reminding Dwight he is responsible for addressing each of the items on the list.

10. Bruce and Wavey will meet with Ron Davis and walk through the buildings to review items that are cleaned each week.

11. Patricia will provide some additional information with regard to shampooing of existing carpets.

Old Business

1. When the parking lot is sealed, the stop blocks will be adjusted for handicap access and additional striping for handicap parking will be painted.

2. Clean up of the leaves and trash on the south side of building 2 and 3 and removing dead bushes is a costly endeavor and given the cash situation, not a high priority. Traveler's insurance does inspections of our property and they will inform us if they think we need to do something about the area. Bruce indicated there would be no liability to the HOA if people wanted to volunteer to do the clean up.

3. To date there is no bid for the metal screens to restrict access by squirrels. The problem is that the plastic screens are screwed in and you cannot get to those screws from the inside of the closet to unscrew them so you have to break them off. No one is sure how to attach the new screens so they can't come off. The Parkey and the Olson companies are trying to come up with solutions to that problem. There may not be a solution. Both subs think the easier thing is just to put a screen over the top of what is already there but that is unsightly. They're seeing if they can manufacture the screens. No resolution at this time.

Bruce will check to make sure this problem is listed on the construction defect list for Dwight and make any adjustments to the consolidated list.

4. Bruce has met with four new landscaping companies -- two of the companies declined to bid on services for Hartsock. We received a bid for \$413.00 per month for twelve months -- we are currently paying \$320.00 per month. Bruce will meet with the existing landscaping company J&B and check that the scopes of work contracted for are being performed. They will be informed of our expectations and a written checklist. If their services do not improve, we will allocate more funds in next year's budget for a new landscaping company.

5. Our current landscaper submitted a quote of \$4,300.00 to lay 2 inches of cedar mulch (the recommended amount) across the entire property. The Board authorized an initial \$2,000.00 for the mulching in selected areas and will evaluate the need for additional work and material at a later date.
6. The water port south of 3755 was checked yesterday. The sprinkler was running over.
7. The crate with garbage left at the wall next to parking space #13 by Forsham Williams is gone. Bruce will take away the little trash that is left.
8. Bruce has not responded to Jeremy Combs regarding his request for permission to install a tank-less water heater in his unit. A concern was how the water heater was vented and paint colors. Bruce assumes the work was not done and will contact the owner to find out if the work is still proposed.
9. Paul Meese, a tenant in 2-101 has a combination charcoal/gas grill on their patio. Bruce will inspect the grill to ensure it can be operated using gas.
10. Paul Meese, a tenant has been setting up a chair on the lawn in the common area and sun bathing. Linda will check to see if there are any restrictions in the rules -- if not, a new rule will be established prohibiting sunbathing in common areas.
11. Bruce contacted the electrician to take care of the lights that T-Mike emailed about and contacted the elevator company to repair the intermittent problem with the elevator.
12. Tenants in building 3, unit 206 have red curtains in one window, which is a violation of the Hartsock rules. Once the unit number is confirmed, Bruce will contact the tenant and owner.
13. In building 3, the lights above unit 202 and unit 304 are out. Bruce has been giving bulbs to and contacting Leo for the lights. We will have to find out whether Mike McGrew still wants to be involved. The location of any lights that are out can be emailed to Bruce.
14. Linda will draft a letter updating the owners with information from the Annual Meeting.
15. Bruce will update the HOA website to include the current Board members.
16. Dwight Cooper will be informed of the date, time and location for the next Board meeting.

Announcements

The next board meeting will be at 10:30 a.m. Wednesday, July 27 at the offices of Bennett-Shellenberger Realty, Inc.

Adjournment

The meeting was adjourned at 12:07 p.m.