

**BOARD OF DIRECTORS  
MINUTES OF MEETING  
July 7, 2015**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held July 7, 2015, located at KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, Colorado.

**Call to Order, Establish Quorum, Announcements-** President Bader called the meeting to order at 6:00 pm. Members present: Chris Bader, Scott Reeh and Cyndi Parazak. Absent and excused: All present. Others present: Homeowners per sign in sheet, Candice Jackson from KC & Associates, LLC, Community Association Manager.

**A. Ratify Appointment of Board Director-** Scott Reeh. The Board of Directors appointed Scott Reeh to fulfill the remaining term, expiring December of 2016. The following terms are as follows; Chris Bader, President with a term expiring December of 2015. Scott Reeh, Vice President with a term expiring December of 2016. Cyndi Parazak, Treasurer/Secretary with a term expiring December of 2017.

**B. Special Guest: Todd Story with Mountain High Landscape-** Todd discussed the following: 1) The Patio homes have recently installed Hunter solar sensors for the irrigation system. The cost per clock is \$507. If Star Canyon Condo's decides to install the water saving units, the cost would be \$4,563. The Board will consider this cost for the 2016 budget; 2) The removal and replacements of dead shrubs continues 3) Members present were pleased that the crew had trimmed a branch that had fallen down and 4) Member reported that the trees along the hill side were in need of trimming. Todd informed the membership that Mountain High Tree handled the trimming of trees that are over 12 feet tall.

**I. Review of Regular Meeting Minutes**

The Board next reviewed the regular meeting minutes, of May 5, 2015. Following review, upon motion made by President Bader and seconded by Director Parazak, the minutes were approved as presented. The motion passed unanimously, without objection.

**II. Manager's Report**

**A. Communications-**

1. Manager Licensing: Management informed the Board and members present at the meeting, that on January 1, 2015 the Colorado State legislature enacted and it became law that all managers of Common Interest communities, including homeowner association's such as Star Canyon Condominiums, are required to be licensed with the Colorado Department of Regulatory Agencies (DORA). An initial licensing deadline of July 1, 2015 was announced with applications available for submittal to DORA in April 2015. KC & Associates LLC is proud to announce that all Managers have passed the regulatory requirements for Manager Licensing and received their notice of 'pass' from DORA on May 18, 2015; well before the July 1, 2015 deadline.

**B. 9816 C & D Inquiry-** The Board reviewed the inquiry to allow the joining of units C & D from a common wall area. The Board of Directors reviewed the Governing documents, contacted the HOA insurance company to insure that there was no restrictions to combining the units. The Owner must submit an Architectural request along with plans and an engineer report. Management will send a letter to the Owner's stating that they can proceed with an Architectural Request.

**C. Email Listing:** Management provided an updated list to the Board of Directors and will email the list electronically.

**III. Financial Report & Accounts Payable**

**A.** The unaudited financial report was reviewed, setting forth the cash deposits, investments and budget analysis through the period ending June 30, 2015. Following review, the Board approved by general consent, the accounts payable items totaling \$18,650. The auto-pay items included, Denver Water, Century Link, Xcel Energy, and the Travelers Insurance condo package. The Association's current reserve amount is \$388,726.13.

**IV. Committee Reports**

- A. Landscape Committee- Member, Lynn Ester was welcomed to the Committee. Landscaping and snow removal bids will be sent out to Contractors prior to the next meeting in September.
- B. Social Committee- Judy Bringle was welcomed to the Committee. The next social event will be the Star Canyon Luncheon commencing August 27, 2015 located at Ted's Montana Grill in Aspen Grove. RSVP information to follow.

**V. Unfinished Business**

- A. **Ratify Juniper Removal & Replacements-** Following review and discussions, the Board of Directors approved via email, the Mountain High Lawn contract at a cost not exceeding \$2,500, by general consent. The Board of Directors ratified the contract set forth, without objection.

**VI. New Business**

- A. **Engineering Report/Curb Structure-** The Board of Directors reviewed the engineering report for the driveway and curb. Management will obtain three bids per the specifications of the report.
- B. **Sidewalk Replacement on Johnson St.-** Director Parazak met with the City of Littleton to discuss the repairs and replacements of the sidewalk areas. The Association would receive a discounted rate at \$10 per linear foot thus; an estimated cost of \$1,400. Following discussion, the Board approved by general consent, the repairs at a cost not exceeding \$1,500, without objection.

**VII. Miscellaneous Items/Announcements**

- A. **Next Meeting-** The next scheduled regular Board meeting will be held September 8, 2015 at 6:00 pm located at KC & Associates office.
- B. **Trialmark Master Association Meeting-** The next schedule meeting will be held September 10, 2015.

**VIII. Open Forum**

- A. Members discussed the proposed addition of a public pool within the Trailmark Master. No decisions have been made.

- IX. **Executive Session-** The Board entered into Executive Session at 7:00 pm, to discuss the current accounts as follows: The Board will discuss the delinquency for account #18144, and waiver of late fees for account #18159. The Regular Meeting was reconvened at 7:10 pm.

- X. **Adjournment** – There being no further business to come before the Board, a motion was made and upon unanimous consent, the meeting was adjourned at 7:15 pm.

Submitted by,

Candice Jackson  
Community Association Manager

THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD ON THIS 8<sup>th</sup> DAY OF SEPTEMBER, 2015.

ATTEST:  /Secretary