

**STAR CANYON CONDOMINIUM
BOARD OF DIRECTORS
MINUTES OF MEETING
January 14, 2020**

A regular meeting of the Star Canyon Condominium Homeowners Association, Inc. was held on January 14, 2020 at the office of KC & Associates, LLC located at 10106 W. San Juan Way, Suite 210 in Littleton, Colorado.

- I. **Call to Order, Establishment of Quorum** – Director Pabst called the meeting to order at 6:06 PM. Members Present: Randy Pabst, Bill Schleifman, Frank Gieger and Karen Sultzbach. Directors Absent and Excused: Tom Kartheiser. Homeownes: per the sign in sheet, others Present: Angie Johnson from KC & Associates, LLC, Community Association Manager.
- II. **Open Forum** – A homeowner ask the Board if the landscape company can do anything about the ice that forms on the north side of the street. A homeowner stated the parking map the Board presented needed to be reworked. The homeowner stated the no parking space should not be over as far as it was. Some of the spaces should be changed to temporary parking for the service companies.
- III. **Review of Budget Meeting Minutes** -- The Board reviewed the Budget Meeting Minutes of November 12, 2019. Following review, upon motion duly made by Director Gieger and seconded by Director Sultzbach to approve the minutes as presented. The motion passed without objection, unanimously.
- IV. **Manager's Report**
 - A. **Reports** – The Board reviewed reports on work orders issued.
 - B. **Violations** – Violations letters are mailed per property inspections and reported homeowner complaints sent in writing.
- V. **Financial Report & Accounts Payable** - The Board next reviewed the unaudited financial report of the Association setting forth the cash deposits, investments and budget analysis through the period ending November 30, 2019. The Board reviews and approves account payable invoices via the online invoice process and additional unsigned checks at their meeting
- VI. **Committee Reports**
 - A. **Landscape Committee:** Karen was not present; Betty presented the Board with a tree proposal from Mountain High Lawn & Landscape for planting a variety of plants.
 - B. **Snow Committee – (Volunteers Needed)** – Director Pabst ordered more ice melt. A homeowner at 9796 W. Frieburg requested gravel in the ice bucket.
 - C. **Social Committee** – Nothing to update at this time.
 - D. **Welcome Committee** – The welcome committee reported they have given all new homeowners welcome packets.

VII. Unfinished Business

A. Review Gutter repair for 9836 – Director Sultzbach stated with the rain the new gutters did not help on the east side. Director Sultzbach stated since the repair was made there has been no leaking in the garage. Director Pabst stated he believes there was something different done on the north facing roofs. Director Pabst requested management get a vendor to come evaluate the situation.

B. Shared Water Feature – 2014-2016 billing is a wash per Director Gieger. The billing for 2018 was sent to Star Canyon Patio Homes, waiting on payment. The Boards for Star Canyon Condominiums and Star Canyon Patio Homes are wanting a new agreement for the shared water feature. Star Canyon Patio Homes is working on the new agreement to present to the Star Canyon Condominiums.

C. Ratify Parking Map – The Board presented the members with the new parking map.

D. Review Mountain High quote for 2020 planting – The Board will walk the property and decide what plants are to be planted. The Board requested Mountain High remove the Ponderosa Pine on the hill and the Spring Snow Crab at the water feature. Director Pabst will provide pictures of the plants Mountain High Lawn & Landscape provided.

E. Driveway replacement 2020 – The Board is looking to replace three (3) driveways in 2020. The Board will walk the property and determine what driveways needs to be replaced.

F. Painting exterior for three buildings – The Board is requesting three (3) painting proposals to paint the brown trim, garage door, decks and the electrical meters. The Board is requesting a proposal to paint all nine (9) buildings and a proposal to three (3) buildings on a three (3) year cycle.

G. Backflow Inspection – Director Gieger stated he spoke to Denver Water and the irrigation systems backflows do not need to be tested. The backflows that need to be tested yearly are the domestic water backflows. Director Gieger stated the association will test the backflows on the irrigation system as needed or every three (3) years.

H. Replace dead tree by water feature – Director Pabst stated he will purchase a tree and will water it as needed.

I. Quote of ONLY tree trimming – The Board requested management to get a proposal for tree trimming only from Autumn Tree.

VIII. New Business

A. Maintenance Calendar – The maintenance Calendar needed to be adjusted, once the corrections are complete Management will present it to the Board.

B. Trello – Management showed the Board the new system Trello, this will help keep track of the work that needs to be done, work in process and work that has been complete.

IX. Miscellaneous Items/Announcements

A. The next Board Meeting is Tuesday, March 12, 2020 beginning at 6 PM at the office of KC & Associates, LLC located at 10106 W. San Juan Way, Suite 210, in Littleton, Colorado.

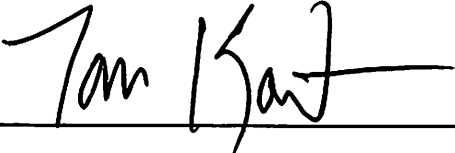
- X. **Adjournment** – There being no further business to come before the Board, a motion was made and upon unanimous consent, the meeting was adjourned at 7:40 PM.

Submitted by,

Angie Johnson,
Community Association Managers

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 10th DAY OF MARCH 2020.

ATTEST:



Secretary