

Carriagetown Condominiums HOA Board Meeting
Final Meeting Minutes
May 7, 2020

- I. The meeting was called to order at 4:10 pm. The meeting was a “Zoom” videoconference due to Coronavirus concerns. Those present included Vickie Traxler, Tori Winters, Ellen Gail and Dave Brause. Joel Yust from All Property Services was also in attendance. Devin Detwiler joined a few minutes late due to technical difficulties.
- II. **Input from property owners:** We received an email from John and Dolly Bennett who own Unit 15 complaining about the condition of the landscaping. Vickie will meet with them to determine how we can address their concerns. However, it was determined that the landscapers have not mowed or clean up much lately as they were not working for the month of April due to the coronavirus.
- III. **Financial review - Special Assessment** – We have collected only two assessment payments. We need everyone to pay in order to have enough money to pave the parking lot. Tori proposed that Board Members consider paying their monthly dues in advance if needed to help pay for the parking lot paving.
Action Item: Joel to resend assessment notices with a corrected due date of June 30, 2020.
Action Item: Joel to ask lawyer about progress on litigation with Unit 23.
- IV. **Old Business:**
 - A. **Manager’s Report: Delinquent Accounts& Tax Liens, Caulking, Unit 1 Repairs, Siding Damage Unit 21 & 22**

Joel reported that Unit 1 repairs were not made due to the corona virus. Devin asked about caulking and Joel will pursue. Devin asked that Joel check into whether we would receive a credit for no work being done by the landscapers in April. Joel asked about cleaning spider webs but the Board decided that the Parking Lot Project is our highest priority and that all requests for spending funds would be evaluated against whether we have enough funds for the parking lot project first.

Action Item: Joel to take off the spigot locks and reschedule repairs for Unit 1.
Action Item: Joel to make sure exterior door windows are caulked.
 - B. **Parking Lot Repaving** – The Board decided that the parking lot paving dates should be mid-September (September 15 or 21) in order to have enough funds to pay for it.
Action Item: Vickie and Joel will talk to Mario Lopez at Estes Valley Paving to set the dates and see if there might be any reduction in price for oil prices falling.

IV. New Business

- A. **Hatch Access for Irrigation Valves** – Tom spent most of the morning with the Irrigation Co. turning on the sprinklers. He has built an access hatch for Unit 3 in the lobby area.
Action Item: Vickie will send photos of the access hatch.

B. Property Inspection – David and wife, Ellen, Joel, Vickie and Tom, Chet the Handyman, and Jorge from Greening Up walked around the buildings. Tom reviewed the problems with the irrigation system and talked about the paving project. Dave shared his research that the fungus on the ash trees was not debilitating. There were a lot of storage and BBQ violations on back patios. We also discussed modifying our parking lot project to add conduits for future parking lot lighting.

Action Item: Joel will talk to city to identify electrical feed for the property and look into new solar possibilities.

Action Item: Joel to schedule gutter cleaning.

Action Item: Joel to send out violation letters and check on electric smokers, etc. with fire department regulations.

Action Item: Joel to get salt buckets put under the stairs.

C. Shrubs and trees-Spraying and Landscaping Plans – We still hope to have funds to plant a tree in the fall and Ellen suggested using CSU’s state forestry facility to purchase a tree. Also, we will consider ash borer treatment when the city suggests it is appropriate.

Action Item: Ellen will forward the information about trees to the board.

D. Ratification for Decisions Made Outside Board Meeting:1. The tax lien against Unit 23 was approved to purchase. – Devin moved, David seconded a motion to ratify the listed decisions. All were in favor.

V. Next meeting dates:July 9, 2020 4:00 pm, September 10, 2020 4:00 pm

VI. Adjournment: We adjourned at 5:36 pm.