

MINUTES
Marshall Park Villas Condominium Association
Regular Board of Directors Meeting
~~**April 22, 2021**~~
May 6, 2021 (rescheduled)
7:00 p.m. Teleconference

Call to Order

Minutes of Meetings: October 29, 2020, November 23, 2020, February 18, 2021

Financial Report

- *Gutters - \$1,400 to Arthur Castillo/DTEarth, work performed in 2020 but paid in 2021 due to delay getting updated insurance certificate*
- *Question: Why Pinnacol Assurance Dividend credit recorded under Insurance Expense and not under Worker's Comp? Why is there a separate category for Insurance Expense and another category for Liability Insurance?*

Invoices/Receipts for Approval

- *Debbie Vaughan submitted receipts for ink, stamps, and paper – Total of \$42.23
Motion to approve-Beverly Zeller, second-Jo Ann VanTrump*
- *Invoice from Arthur Castillo/Down to Earth Tree Specialist = \$225.00
Removal of 5 broken limbs due to snow storm; worked performed on 4/21
Motion to approve-Beverly Zeller, second-Jo Ann VanTrump*

FOR THE RECORD

Recorded decisions by Board via email between meetings: See Attached

Approve the following for record keeping purposes only: *Board unanimously approved.*

- *Chapin Fencing fence repair work completed in 2020*
- *Salomon Brothers porch ceiling repairs at 6520/6522 completed in 2020*

FOR DISCUSSION AND ACTION

Structural

- *Concrete bids:
6522 W. 34th, 3460 Marshall – Driveway replacement
Board approved bid from Sherrick for replacement of two damaged driveways -- 3460 Marshall St. and 6522 W. 34th Avenue
= \$11,900 for both drives (includes \$400 discount for doing both at the same time); Sherrick has better quality product and has performed work for the Association; bid was 2nd lowest price.*
- *6540/6542 W. 35th – sidewalk replacement would involve removal of complete sidewalk, removal of railroad tie edging, chopping of tree roots, leveling, installation of new sidewalk, and haul away debris – Sherrick Bid = \$3,750
Decided work does not need to be done at this time, because sidewalk not in terrible shape and no money enough in budget; Owner Debbie Vaughan (6542) agreed.*

- Mudjacking bids: 3342 Marshall
Board approved bid from Advanced Mudjacking Inc. of \$815.00 (includes mud jacking front steps back as close to building as possible, fill voids at building, and adjust sidewalk pad as necessary. Forrest shared that Realty One has used Advanced for years, with good workmanship.
- Gutter cleaning – bids
Verbal information on three gutter-cleaning bids was presented by JoAnn Van Trump:
 1. Ableman Gutters - \$2,300.00 for spring and \$2,000.00 for fall = **\$4,300.00 per year** (verbal quote)
 2. Excel Roofing - **\$2,100 per cleanup = \$4,200 per year**
 3. Down to Earth Tree Specialist - \$1,400 per cleanup = **\$2,800 per year** with minimum of \$75 per emergency cleaning

Board agreed unanimously to continue with Down to Earth bid.

Roofing/Gutters/Drainage

- Roof leak 6555 W. 34th – need update (Kahler)
Hole next to skylight repaired by Dominic of Excel Roofing at no charge (warranty)

Landscaping

- Work Request – Additional rock needed as replacement for work in front at 6525 W. 34th Avenue
Owner Beverly Zeller suggested maybe having some rock moved from other areas around building rather than buying new
Debbie Vaughan has discussed with and will follow up with USG

Trees/Bushes

- Tree care
JoAnn reported that according to Down To Earth, trees appear to be in good shape and with little need of trimming.
- Broken limbs from snow storm on 4/15/21 (see invoices for approval above).
- Tree inside privacy area at 3335 Marshall St. - Very close to privacy fence, building (roof, gutters). Potential for damage to structure and sprinkler system as tree grows. Should owner be asked to remove it entirely?
- Suggested that owner be asked if they will continue to trim it back
Board will take another look and let Realty One know whether a letter should be sent.
- Work Request – Bush removal at 6510/6512 W. 34th Ave. – owner at 6512 submitted request for bushes in front of both units to be removed due to poor condition.
JoAnn Van Trump is putting together a list of other bush work in the HOA, the Board will submit for bids from USG and Down to Earth Tree Specialists

Water

Bill for water usage during period from 1/5/21-3/3/21 = \$1,045.53
Avg. \$\$ per unit/per month = \$18.67

Avg gallons per unit per month = 2,607

Newsletter

Kim Ibbison reported that she is no longer able to work on newsletter due to work.
Debbie Vaughan will finalize a newsletter to be sent immediately

Other Business

- Occupancy
Debbie Vaughan reviewed occupancy information as outlined in Declarations and City of Wheat Ridge.

New Business

- Roof leak near kitchen vent at 3342 Marshall reported by Owner on 5/3/2021
Dominic Herrera of Excel Roofing contacted on 5/3/2021; reported on 5/5/2021 that he had contacted owner and arranged to meet him on 5/10 to inspect.
- Painting
Buildings on schedule to be painted for 2021 are:
6540/6542 W. 35th and 3340/3342 Marshall St.
Board members suggested that one building or no buildings be painted in 2021 to offset large-dollar repair costs in 2020 and 2021.
Beverly Zeller will head up an inspection to assess condition of buildings before final decision is made. Kim suggested others be asked to join in inspection if so desired.

Meeting Adjourned at 8:30 p.m.

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Subject: Minutes 5-6-21 Board meeting

From: Debbie Vaughan <dkvmpv@gmail.com>

Date: Sat, May 15, 2021 10:41 am

To: "Realty One, Inc. V.P. Operations" <admin@realtyone-co.com>

Attach: 2021.5.6 (resched frm 4-22) Minutes DRAFT.docx

Hi Dana,
The Draft Minutes from the 5-6-21 meeting are attached.
Debbie

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