

**AGENDA**  
**Marshall Park Villas Condominium Association**  
**Regular Board of Directors Meeting**  
**July 27, 2023**  
**7:00 p.m. Teleconference**

Call to Order

Minutes for Approval: April 27, 2022 Regular Board Meeting

Financial Report from Realty One, Inc.

Invoices or receipts for approval

**FOR THE RECORD** (Decisions by Board via email between meetings):

**FOR DISCUSSION AND ACTION**

Structural

- Project Update – Beverly Zeller
  - Handyman situation
  - Current Projects
    - 3360 Marshall St. - Foundation crack
    - 6510 W. 34<sup>th</sup> Ave. – buried downspout not draining
    - 6520 W. 34<sup>th</sup> Ave. – bolt anchors need fixing in front gate
    - 6527 W. 34<sup>th</sup> Ave. – carpeted steps project - update
      - Letter to Frank Consulting - information
      - Bid from Garage Experts – information only
    - 6540 W. 35<sup>th</sup> Ave. – reinforce, sand, repaint back stairs
    - 6540/6542 W. 35<sup>th</sup> Ave. – Painting touch up
- Security Bars Questionnaire
  - Overview of questionnaires received to date – Debbie
- Roof leaks
  - 6557 W. 34<sup>th</sup> Ave.
  - 6510 W. 34<sup>th</sup> Ave.
  - 6522 W. 34<sup>th</sup> Ave.

Landscaping

Trees and Bushes

- Update – Beverly Zeller
  - Diseased tree behind 3320 Marshall
  - Update from Arthur
    - Invoice for tree trimming paid \$4,450

Sprinklers

- Sprinklers were run for a couple of weeks in May, and only run a few days in June
- Update on valve issues in cul de sac
- Access under new deck at 6522 W. 34<sup>th</sup>

Water

- Update on usage

Other Business

- Legal
  - Amendment to Lease/Occupancy language in Declarations

Newsletter/Notices

- Violations
  - 3317 Marshall St.
  - 3462 Marshall St.

New Business

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Meeting Adjourned\_\_\_\_\_

**MINUTES**  
**Marshall Park Villas Condominium Association**  
**Regular Board of Directors Meeting**  
**April 27, 2023**  
**7:00 p.m. Teleconference**

The Marshall Park Villas Board of Director's meeting held via videoconference was called to Order at 7:00 p.m. on April 27, 2023. In attendance: Debbie Vaughan, Board President, Board members Beverly Zeller, Keith Kahler, and Haley Coniglio. Forrest Scruggs of Realty One, Inc. was unable to attend.

The Minutes from the October 27, 2022 regular Board Meeting was unanimously approved with no changes.

The Financial Report from Realty One, Inc. was sent prior to the meeting. Profit & Loss, Transaction Detail (invoices paid), and Balance Sheet are attached to and made a part of these Minutes.

- Balances as of March 31, 2023
  - Operating/Checking = \$15,859.99
  - Reserves/Savings = \$44,440.86
  - Total = \$60,300.85**

**FOR THE RECORD** (Decisions by Board via email between meetings):

- Bid approved to replace existing wood steps with composite and replace concrete pad at 6510 W. 34<sup>th</sup> for \$825.00

**FOR DISCUSSION AND ACTION**

Structural

Beverly Zeller updated the Board on bids received from three handymen for the following work:

- 6527 W. 34<sup>th</sup> Avenue – remove torn carpet from front concrete steps, grind, and paint
- 6520 W. 34<sup>th</sup> Avenue – Replace current bolt anchors in front gate
- 6540 W. 35<sup>th</sup> Avenue – reinforce, sand, repaint back stairs
- 6540/6542 W. 35<sup>th</sup> Avenue – Touch up painting on various areas
  - Bid approved from Justin Frank of Colorado Deck Masters approved for the above work
- Foundation crack at 3360 Marshall St. – foundation crack
  - Still looking for bids to dig hole to determine extent of problem
- 3362 Marshall St. – siding area of concern by owner; three handymen looked at the situation and determined that it was not an active issue, there was no danger of leaking, and suggested nothing should be done at this time. Owner will be notified.

Landscaping

Trees and Bushes

- Spring gutter cleaning will be performed by Arthur Castillo/DTE in early May

Sprinklers

- Reminder that USG Landscape contract that was budgeted for was signed. They have applied pre-emergent this past week and will be aerating before turning sprinklers on.

#### Other Business

- Legal
  - Amendment to Lease/Occupancy language in Declarations – discussion tabled until another meeting
- Security bar questionnaire
  - Questionnaire mailed with Fire Safety sheet in April by Realty One

#### Newsletter/Notices

#### New Business

##### **Added after agenda was sent**

- Private work For Information Only:
  - 3382 Marshall St. - sod and concrete to be added by owner in back fenced area
  - 3360 Marshall St. - work to pavers in patio to be done by owner
  - 6520 W. 34<sup>th</sup> Ave. – deck to be replaced by owner
    - Contractor, Justin Frank, to leave one board in deck removable for access by landscapers to for sprinkler turn on/off
- Bank fees – Dana is still fighting with the bank to get these waived.

Meeting Adjourned at 8:00 pm

10:03 AM  
07/05/23  
Cash Basis

**Marshall Park Villas Condominium Association**  
**Profit & Loss**  
January through June 2023

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	Jan - Jun 23
Ordinary Income/Expense	
Income	
Homeowners Dues	67,670.00
Interest Income	26.31
Total Income	67,696.31
Gross Profit	67,696.31
Expense	
ACH Quarterly Bank Fee	113.61
Annual Filing Fees	40.00
General Maintenance/Repairs	1,075.00
Gutters	1,500.00
Insurance Expense	15,182.30
Landscape Contract	5,703.44
Office Supplies	35.52
Postage and Delivery	19.80
Property Management	3,450.00
Roof Repairs	450.00
Sanitation	6,440.00
Snow Removal	3,600.00
Sprinkler System	618.21
Tax Prep Fees	325.00
Trash Removal	3,210.68
Water	3,795.68
Total Expense	45,559.24
Net Ordinary Income	22,137.07
Net Income	22,137.07

10:03 AM

07/05/23

Accrual Basis

# Marshall Park Villas Condominium Association

## Balance Sheet

As of June 30, 2023

	Jun 30, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operating/Checking	23,314.64
Reserves/Savings	47,047.27
Total Checking/Savings	70,361.91
Accounts Receivable	
Accounts Receivable	-985.00
Total Accounts Receivable	-985.00
Total Current Assets	69,376.91
<b>TOTAL ASSETS</b>	<b>69,376.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	60,486.28
Retained Earnings	-12,901.44
Net Income	21,792.07
Total Equity	69,376.91
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>69,376.91</b>

# Marshall Park Villas Condominium Association

## Profit & Loss Budget vs. Actual

January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Homeowners Dues	67,670.00	67,200.00	470.00	100.7%
Interest Income	26.31			
Total Income	67,696.31	67,200.00	496.31	100.7%
Gross Profit	67,696.31	67,200.00	496.31	100.7%
Expense				
ACH Quarterly Bank Fee	113.61	349.00	-235.39	32.6%
Annual Filing Fees	40.00	50.00	-10.00	80.0%
General Maintenance/Repairs	1,075.00	0.00	1,500.00	100.0%
Gutters	1,500.00	15,425.00	-242.70	98.4%
Insurance Expense	15,182.30	7,642.00	-1,938.56	74.6%
Landscape Contract	5,703.44	1,000.00	-1,000.00	0.0%
Legal	0.00	0.00	35.52	100.0%
Office Supplies	35.52	2,500.00	-2,500.00	0.0%
Painting	0.00	0.00	19.80	100.0%
Postage and Delivery	19.80	0.00	19.80	100.0%
Property Management	3,450.00	3,450.00	0.00	100.0%
Repairs and Maintenance	0.00	7,000.00	-7,000.00	0.0%
Reserves	0.00	5,190.00	-5,190.00	0.0%
Roof Repairs	450.00			
Sanitation	6,440.00	6,440.00	0.00	100.0%
Snow Removal	3,600.00	3,600.00	0.00	100.0%
Sprinkler System	618.21	3,478.00	-2,859.79	17.8%
Tax Prep Fees	325.00	300.00	25.00	108.3%
Trash Removal	3,210.68	3,399.80	-189.12	94.4%
Tree Maintenance	0.00	8,000.00	-8,000.00	0.0%
Water	3,795.68	10,500.00	-6,704.32	36.1%
Total Expense	45,559.24	78,323.80	-32,764.56	58.2%
Net Ordinary Income	22,137.07	-11,123.80	33,260.87	-199.0%
Net Income	22,137.07	-11,123.80	33,260.87	-199.0%