

Brookside Condominiums HOA Board meeting minutes for August 26, 2019

Members present—

Amber Glover- President

Vic Garcia- Treasurer

Patty Wageman- Secretary

Forrest Scruggs- Realty-One, INC

Brittany Rabaey- Member at Large

Meeting called to order at 5:56pm

Brittany Rabaey nominated to fill Member at Large position left vacant by Jennifer Doe upon sale of unit 15. All members agreed.

Minutes read and approved

Financials read and approved

Old business- Unit #10- deck clean off needs to be checked.

New business- Gus Kokotis, owner of unit 19, would like board to consider FHA certification process.

Board discussed and declined to proceed at this time as it is expensive, only last 2 years, and currently unnecessary for purchase of units.

Unit 26 behind on rent-Patty will discuss and have tenant sign new lease.

Discussion of purchasing/replacing cameras for garage and parking security- tabled till January as board is divided as to effectiveness

Roof access has been an issue for A/C unit repair and replace. Please notify Amber and unit 16 if access is needed to roof.

Popp construction did NOT replace vent caps and we would like a follow up on invoice that was paid as well as photographic evidence of work completed. Forrest will follow up on this

Discussion of painting of buildings in the spring was started, will need to get estimates for prices.

Meeting adjourned at 6:51pm

Respectfully submitted,

Patty Wageman- Secretary

Brookside Condominium HOA Board

Brookside HOA Meeting Minutes - June 24,2019

Members Present:

Forrest Scruggs- Realty- One, Inc

Amber Glover- President

Vic Garcia- Treasurer

Patty Wageman- Secretary

Jen Doe- Member at Large- no present

Meeting called to order @ 6pm

Minutes of last meeting approved

Financials discussed and approved.

Items for discussion:

Popp Construction still needs to come out and put covers over vents on back side of 8910.

There are still reports of squirrels between floors of units 18 and 14

Paving of south parking lot discussed and approved. Amber will be the contact.

Drain needs to be cleaned at north end of parking lot by handicap spot.

Unit #24 needs to remove dishwasher from deck

Tenant needs to provide key to gate to pool area in case of emergency.

Discussion of cameras was put on hold.

Meeting adjourned at 6:54pm

Respectfully submitted,

Patty Wageman- Secretary

Brookside Condos HOA meeting April 22, 2019 6pm

Agenda:

Minutes

Financials

New Business:

Fines schedule for failure to comply with cease and desist order for AirB&B

Popp construction cap covers and cages

Squirrel removal from #18 and #14 and between the two

Rules and Regulations inclusions

Bylaws revision and cost

Lien on #8 progress

Expenses for poolhouse- water, gas and electric -1/25th of monthly bill.

Dog poop- cost for weekly cleanup and disperse that amount to owners/tenants with dogs (currently 15 dogs in community) about \$5 increase a month? $15 \times 5 = \$75$ or what is needed to cover cleanup

BROOKSIDE CONDOMINIUMS
2019 Annual Homeowner's Meeting – February 25, 2019

Brookside Condominiums Members Present

Patricia Wageman, President, Unit 5
Jenn Doe, Secretary, Unit 15
Vic Garcia, Treasurer, Unit 6
Amber Glover, Member-at-Large, Unit 13
Pam Valencia, Homeowner, Unit 3
Brittany Hernandez, Tenant, Unit 19
Forrest Scruggs, Realty One, Inc.

Proxies:

Jim Barber (2 units)
Gus Kokotis (1 unit)

The meeting was called to order at 6:03pm. A quorum was established with 8 units represented – 5 owners present and 3 proxies

Minutes

Minutes from the 2018 Annual Homeowners Meeting were reviewed and approved with minor edits.

Financials

The 2018 Year End Financial Report was reviewed. There was a question about the \$3600 listed under Misc. on the P&L sheet. Forrest will follow up on that to see if it is related to the rental unit. The 2019 Budget was discussed and approved by a unanimous vote.

Maintenance

The squirrel issue in 8910 is back. Tenants in Unit 14 have moved out, partly because of this. They appear to be getting in between units 14 and 18. Forrest will schedule someone to take a look at the vents and see if there is a whole where they are getting in. Since both of these units are empty, Forrest will also contact the owners to check and see if they are getting inside.

8920 has a 2 gallon per minute water leak, according to the Thornton Water. This was discovered because the bill for that building has been nearly twice what is usually is for the past few months. Thornton Water has not been able to determine where the leak is coming from, but they say it is not their issue. Apex Plumbing has also looked at it and the tenants in that building have checked their toilets, but the source has not been determined, so Apex will come back out to check again.

A letter was sent to all owners and posted on the property about the carports being used for storage. They were given until 2/28/19 to remove personal items from carports but there are still several items remaining. Patty will make note after this deadline of unemptied carports and fines will be issued, along with a 10-day warning to remove the items or we will have them hauled away at the owner's expense.

There are also some items being stored on common areas and hallways, specifically outside Unit 10, which pose safety and fire hazards. A warning will be issued about this as well, with a 10-day deadline, after which items will be hauled away at the owner's expense.

The issue of dog poop not being picked up has not been resolved, despite installing a bag dispenser and placing trash cans nearby. Emails have been sent and fines have been issued to dog owners seen not picking up their dog poop, but that has not worked so far. A letter will be sent to owners and posted on the property stating that HOA fees will be raised to pay for a cleanup service if this issue continues.

Aside from a few lightbulbs needing to be replaced, there are no other maintenance issues to address. It appears that at least one bulb is being unscrewed so we will see about putting a cage over it. Patty will send Forrest a list of bulbs needing to be replaced.

Other business

There have been issues related to conflicts between tenants that have resulted in the police being called, but they seem to have been addressed at this time.

Election of Board Members

Patty resigned as President and Amber was unanimously elected to this position. Jenn resigned as Secretary but will remain on the board as a member-at-large and Patty will take over as Secretary. Donna resigned from the board and no new board members were elected. Vic will remain Treasurer.

Next meeting

With no other business, the meeting was adjourned at 6:52pm. An Executive Board meeting is to follow.

Respectfully submitted,

Jennifer Doe
Brookside Condominium Secretary

BROOKSIDE CONDOMINIUMS
2019 HOA Board Meeting – February 25, 2019

Brookside Condominiums Members Present

Patricia Wageman, President, Unit 5
Jenn Doe, Secretary, Unit 15
Vic Garcia, Treasurer, Unit 6
Amber Glover, Member-at-Large, Unit 13
Forrest Scruggs, Realty One, Inc.

The meeting was called to order at 6:55pm.

Other business

The board discussed our current insurance policy. The agent has said the aggregate property value is now \$4.5 million, which is more than we currently have coverage for, so we need to review our policy. We also discussed recommending that all owners carry H06 Loss Insurance with a minimum coverage of \$10,000 in case of catastrophic damage. Many condo policies include this coverage but a letter will be sent to homeowners recommending that they check the coverage amount and raise it if needed, as it is very inexpensive.

It has been brought to our attention that a homeowner has been using their extra room as a short-term rental (AirBnb) and we believe this violates both the bylaws and Thornton City Ordinances. This homeowner will be asked to cease and desist, and a reminder will be sent to homeowners that this is not allowed. It is fine for people to have roommates, but they may not use their properties as vacation rentals.

Next meeting

With no other business, the meeting was adjourned at 7:21pm. Our next meeting will be Monday, April 22 at 6pm in Unit 13.

Respectfully submitted,

Jennifer Doe
Brookside Condominium Secretary