

**Monroe Place Townhouse Association
Annual Meeting Minutes
Wednesday 26th February, 2020 at 6pm
212 S.Monroe Street, Denver CO 80209**

Present

Kevin Salsich - President (200)
Hartly Goldstone and Loyce Forrest (212)
Larry Cormier (214)
Meira Levary (218)
Blake Reiter & Joanne Reiter (222)
Greg and Sarah Blais (230)
Forrest Scruggs (Realty One)

Call to Order / Determination of Quorum

Kevin called meeting to order at 6.06pm and a quorum was noted as present. Forrest passed out the Agenda, 2019 minutes and Financial Report. Larry Cormier brought attention to the fact that a breakdown for Landscaping had not been shared. Discussion ensued on Landscaping actual v budgetted costs (actual higher this past 3 years). If this happens again - we should budget more. B&E are still the company we use for minimum level of service (Beds, Lawn, Snow). Kevin has requested a bid from CEI. Larry has made 2 requests for a bid from a company he has used, without response to date. If/when it comes in he will pass it on to Kevin. 2019 Minutes were then unanimously approved.

Financial Report

- Kevin/Forrest highlighted that HOA Monthly Dues will increase from 1st March 2020 by \$25/month in line with an increase in insurance and water rates. A letter went out in January to HOA members.
- Forrest reviewed the financial reports and those items with a higher actual than budgeted (to include Landscaping & Maintenance being over).
- The insurance company Hawkestone Berkshire have indicated they may reduce premiums, so that item has been budgetted lower for next year.
- We pay B&E a flat fee for Season (2 x year). It averages out over the years - some years we use them less, some more. Easier to Budget.
- Blake sought clarification regarding the grass the HOA pays to maintain. Kevin advised it is ALL grass to road kerb (includes tree line).
- Financials to continue to be distributed by Forrest, no later than a week in advance of the annual HOA meeting.

Old/Ongoing 2019 Business

1. Loyce followed up on 2019's discussion regarding condition of the front gardens. As agreed Loyce/Debra and Phil had met to discuss and contacted several landscapers. Several did come to look with a view to providing quotes. Only 1 company provided a quote. Loyce distributed copies of the quote from JS Landscaping. Their quote was \$12,100 to include removing existing timber wall & some bushes/plants, to build a cement wall with footing and rebar, to face the cement with

matching gray bricks and to fill behind the wall with planters mix, to level out the whole garden area (including around corner on Cedar). They would work with the existing sprinkler system and reposition it in places as necessary. Kevin will ask STEM to come out to quote, just to have a comparable. Loyce will go back to JS Landscaping to double check exactly what they are including. It was unanimously agreed to press ahead with JS Landscaping (unless STEM come in Cheaper for same thing - then go with them). We will commence the work in Autumn 2020 (take advantage of off season pricing on materials etc).

New Business

1. Loyce and Hartley explained they have a door that is flat to their wall. They wish to bump it out into their yard slightly (retain same door). Loyce will put together the proposed plan/specifics and disclose to Kevin prior to commencing any work. In principle all present were in favor of the works going ahead.
2. Loyce and Hartley had obtained bids for Mudjacking because of the settling issues. It would be about \$500 plus another \$100 to go over crack. Larry & Meira also have some settling. Greg and Sarah have a slab sitting unevenly at bottom step/pavement level, that collects water then freezes causing a safety issue. Blake & Joanna at 222 S Monroe, also have some significant cracking on our entryway steps and would like to be included in the work order. Kevin will go look at all the settled areas. He has another bid coming in and we can ask for all the work to be done at the same time - potentially as a collective larger job we will get a relatively 'better price'.
3. Kevin explained the heating tape switch operation - leave it on for Winters, off for Summers to Blake and Joanna, who had worked it out for themselves. Heat Tape is hanging down at back of 230 (painters pulled it off slightly). Kevin also outlined what the HOA covers (mostly everything external) windows, roof, gutters, sidings and fencing at the back. Ask if Q's.
4. Cedarpoint (units behind back of Monroe Place) are having snow removed by DesignsBySundown. They have pushed snow to our side in the past. Kevin has spoken with them / advised them against this. If any HOA Members see them doing it... let them know it is NOT OK!
4. Porch lighting. Kevin advised members use 2700K or Soft Lights. They are warmer. The high watt blue lights look less attractive.
5. Recycling/Composting: Kevin reminded everyone NOT to put plastic / trash bags in Recycling bins. Dirty cardboard containers are Trash not Recycling. Food Soiled Cardboard can go into Compost. Kevin encouraged us all to use the composting bin more - pick up is on Tuesdays still. Compostable bags only in Compost. If shredding papers, put them in a wine type box, label it shredding and then into Recycle Bin. There is a recycling center on Iliff & Quebec for big items and they now also take styrofoam.

Election of officers

Kevin unanimously reelected President.
Greg unanimously reelected Treasurer.
Loyce kindly offered to act as Secretary for 2021.

Adjournment

Meeting was adjourned at 7.21pm. Appreciation was expressed to Hartly & Loyce for hosting again. Meeting minutes were submitted via Email by Sarah Blais on 5th March 2020.