

**FIRST & HARLAN CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES  
Tuesday, November 5, 2019  
Realty One, Inc.  
1630 Carr St., Suite D, Lakewood, CO 80214**

- 1. Call to Order:** 6:03 pm, attending Board members, Gordon Corn, Cindy Ayde, and Dwight Patrick. Forrest Scruggs of Realty One was present.
- 2. Homeowners Forum:** None.
- 3. Financials:** The financials were reviewed by Forrest and with a motion by Dwight, second by Cindy were approved. The 2020 Budget was reviewed but the Board wanted to further review it for possible changes.
- 4. Minutes:** Minutes of the August 14, 2019 Board Meeting were approved, motion by Debra, 2<sup>nd</sup> by James.
- 5. Property Management Report:** Nothing at this time.
- 6. Open Issues:** Per Dwight, we still need a bid to finish the rock wall at the entrance. Forrest said he has a handyman service that will bid. Some of the gutters should be cleaned where there are trees.
- 7. New Business:** There will be a conference call with Altitude Law attorney at 6:30 regarding unit #53.
- 8. Meeting Adjourned:** 7:20 pm, motion by Dwight, second by Cindi.

**FIRST & HARLAN CARRIAGE HOMES CONDOMINIUM  
ASSOCIATION  
BOARD MEETING MINUTES  
Tuesday, August 27, 2019  
Realty One, Inc.  
1630 Carr St., Suite D, Lakewood, CO 80214**

- 1. Call to Order:** 6:30 by Dwight Patrick, in attendance Board member Gordon Corn.
- 2. Minutes:** Minutes of the June 13, 2019 Special Meeting and the June 25, 2019 Board Meeting were approved.
- 3. Homeowners Forum:** None
- 4. Property Management Report:**
  - Financial Report – Forrest Scruggs reviewed the financials for June and July. Financials were approved as submitted.
- 5. Open Issues:**
  - a.** Hearing for violations are to be heard at 7:00 pm from units 53 and 59.
- 6. New Business:**
  - In the current Rules, it refers under trash about dumpsters, needs to be removed.
  - Under pet rule, it references maximum weight at 2 pounds, should be 30 pounds.
  - Mulch is done at entry and more work is to be done on retaining wall.
  - Regarding assigned parking, Dwight and Gordon agreed to let the Lessor police his rented space, it will not be the responsibility of the management company.
- 7. Meeting Adjourned:** 7:00pm

**FIRST & HARLAN CARRIAGE HOMES CONDOMINIUM  
ASSOCIATION  
BOARD MEETING MINUTES  
Tuesday, June 25, 2019  
Realty One Office  
1630 Carr St., Suite D, Lakewood, CO 80214**

- 1. Call to Order:** 6:30 pm, attending Board members Cindy Ayre, Dwight Patrick, and Forrest Scruggs of Realty One, Inc.
- 2. Minutes:** Minutes of the February 26, 2019 Board Meeting were approved.
- 3. Homeowners Forum:** None
- 4. Property Management Report:**
  - Financial Report – Forrest Scruggs reviewed the dues balance with the Board. All but two units were current. Budget vs. Actual through May 31, 2019 was under Budget except for Snow Removal.
- 5. Open Issues:**
  - Dwight has found a landscape company that will give a bid on adding mulch to certain areas. Also, he will ask for a rock bid as well.
  - #64 unit still has two dishes that need to be removed.
  - #53 deck has all kinds of storage that is not proper per the Rules & Regulations.
  - Dwight asked about the new fence that was installed with Pine rather than Cedar and could we check the contractors invoice.
- 6. New Business:**
  - It was suggested we get a cost for two pet stations.
- 7. Meeting Adjourned:** 7:25 pm

**FIRST & HARLAN CARRIAGE HOMES CONDOMINIUM  
ASSOCIATION**

**SPECIAL MEETING MINUTES**

**June 13, 2019**

Cindy Ayre's House

**1. Call to Order:** 6:00 pm., Board members Cindy and Dwight Patrick in attendance.

**2. Minutes:** No previous Minutes

**3. Homeowners Forum:** None

**4. Property Management Report:** None

**5. New Business:**

The purpose of this meeting was to discuss permit parking. It was agreed that Dwight will set up a meeting with our management company to go over the planning of setting up how the plan will be implemented. Realty One has experience in how to organize with the residents from their other HOA's.

**6. Meeting Adjourned:** 6:30pm

**FIRST & HARLAN CARRIAGE HOMES CONDOMINIUM  
ASSOCIATION  
ANNUAL MEETING MINUTES  
Tuesday, April 23, 2019  
Mountair Christian Church  
1390 Benton St., Lakewood, CO 80214**

- 1. Call to Order:** 6:35pm, by Gordon Corn. 7 Owners, 3 Proxies.
- 2. Minutes:** Minutes of the May 8, 2018 Annual Meeting were previously approved by e-mail, Motioned, all in favor.
- 3. Homeowners Forum:** None
- 4. Property Management Report:**
  - Financial Report – Forrest Scruggs reviewed in detail 2018 Budget vs. Actuals, 2019 Budget and 2018 year end balance sheet. Forrest Scruggs explained the insurance credits received from Travelers Insurance
- 5. Open Issues:**
  - FHA Approval – Dwight Patrick introduced a mortgage broker that explained the benefits of being FHA approved
  - Forrest submitted a Ballot for voting. The vote was unanimous not in favor of applying for FHA approval
  - The Parking Rule Change by amending HOA documents was approved to turn nine spaces into charged parking \$25.00 per month
- 6. New Business:**
  - Elections – No volunteers, Gordon Corn and Dwight Patrick resigned
- 7. Meeting Adjourned:** 7:30pm

# **FIRST & HARLAN CARRIAGE HOMES CONDOMINIUM ASSOCIATION**

## **BOARD OF DIRECTOR MEETING MINUTES**

**Tuesday, February 26, 2019**

**Realty One, Inc.**

**1630 Carr Street, Suite D. Lakewood, CO 80214**

- 1. Call to Order:** 6:50pm. Gordon Corn, Dwight Patrick, Cindy Ayre and Forrest Scruggs, Realty One, Inc. were present
- 2. Minutes:** Minutes of the October 30, 2018 Board Meeting were approved as amended.
- 3. Property Management Report:**
  - Financial Report – Reviewed by Forrest
- 4. Open Issues:**
  - Proposal on Mulch – Bid in writing to Dwight Patrick
  - Backflow – Gordon Corn, Realty One to arrange
  - Lakewood - \$3,600.00 per letter – change Budget because of backflow update
  - Recycle – Bring up at Annual Meeting, \$12.00 per month
  - #23 construction trash
- 5. New Business:**
  - Check #1028 12-31-19 - \$77.00? January Statement, what was it for?
  - Check #1015 \$87.00? December Statement, what was it for?
  - Dues - \$234.91 instead of \$240.00?
  - Update on Screens
  - Satellite 64 Harlan – 2 dishes left to remove
  - 53 deck – confirm from City – Permit received
  - 53 Multiple Vehicles – Dwight Patrick to send pictures
  - 54 Trim lower SW corner. Dwight Patrick meet with painter
  - Email Gordon Corn December Statement Rep & Maint - \$2400.00, what was it for?
  - Fill out FHA Form – Board motioned to approve FHA, Dwight Patrick, Cindy Ayre, Gordon Corn (O.K.) To be voted on at Annual Meeting
- 6. Meeting Adjourned:** 7:35