



REDBUCK AT SORREL RANCH CONDOMINIUM ASSOCIATION

Redbuck at Sorrel Rach Condominiums Association Board of Directors Meeting Minutes January 29, 2018

Present Board of Directors:

President – Jack Meltzer
VP- Robbin Herlocker
Secretary- Paulina Almeida
Treasurer – Candace Waddell
Member at Large – Steven Williams

Absent Board of Directors: None.

1. CALL TO ORDER

The quarterly Board of Directors meeting of Redbuck at Sorrel Ranch Condominium Association was called to order at 6 PM by Candace Waddell and was held at Southshore Clubhouse, 27151 E Lakeview Dr, Aurora CO 80016. Community Association Manager Katie Christopher, CMCA®, AMS®, PCAM®, CAM, represented AMI, the managing agent.

2. APPROVAL OF MINUTES

The Board of Directors reviewed the September 25, 2017 minutes. Upon motion duly made and seconded the minutes were approved as presented. The motion passed unanimously.

3. EXECUTIVE SUMMARY

Managing agent covered the following topics in the summary:

- There were 128 owners signed up on website.
- There are 21 offsite owner's addresses.
- Manager updated the Board about all open work orders, bids and maintenance needs.
- The board was also advised of the financial status of the HOA.
- Window Wells – The Board to write the scope of work. Robbin and Jack to review the scope and create data and get 3 bids.
- Tree replacements- Tree replacements and grass to be reviewed during spring walk though.
- 23505 E Platte Dr #C – WO Request to replace sidewalk. The HOA has previously obtained three bids and considered the repairs but no vendor was selected due to lack of funds. Paulina will get a new vendor contract. Paulina and Jack will do the walk to review the scope for contractor.
- 23505 E Platte Dr E and 23413 E Dorado Pl E – Work order for rust and tread repair request was reviewed. The Board reviewed a proposal from SPCS. Paulina will get another contractor to bid the work.

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- 5722 S Addison Unit D – Work order to remove the gutter extenders. Reviewed a proposal for the work. The Board would like to walk the area and consider the work after Spring walk though.
- 23520 E Alamo Pl B – Work order for gate not aligning. This isn't HOA responsibility, however Jack and Steve will assist the owner by helping them get it repaired.

4. FINANCIAL REPORTS

The financial statements for period ending December 31, 2017 were reviewed. The Operating Account \$29,393 Reserve Accounts \$337,267. There was \$102,499 in accounts receivable. The total expenses year to date were \$2,046 over budget. The board was also provided a current legal status report from HindmanSanchez. Upon motion duly made and seconded the December 31, 2017 financials were accepted as presented. Motion carried unanimously.

5. OLD BUSINESS

- a. None.

6. NEW BUSINESS

- a. **Board Member Officer Positions** – Upon motion duly made and seconded the following positions were nominated and elected:
President – Jack Meltzer
VP- Robbin Herlocker
Secretary- Paulina Almeida
Treasurer – Candace Waddell
Member at Large – Steven Williams
Motion carried unanimously.
- b. **Neighborhood Watch Liaison** – Robbin announced that there are meetings once per quarter that is being held tomorrow. It would involve listening what is happening in each community and the member would report at those meetings. January, April, June and October. Robbin volunteers to do it until there is a liaison. Steven has volunteered to be a liaison. Steven will request additional signs.
- c. **Insurance Renewal Bids** – The Board discussed the proposals received. Upon motion duly made and seconded American Family Insurance proposal was approved as presented at \$55,211. Motion carried unanimously.
- d. **Towing Contract** – Upon motion duly made and seconded the towing with Maxx Towing was renewed. Board members are authorized persons for vehicle tagging and removal. Motion carried unanimously.
- e. **Legal Contract Renewal** – Tabled.
- f. **Clean Under Stairs** – Upon motion duly made and seconded the contract for BrightView Landscaping was approved at \$684 to clean up the stair cases. Robbin will remove the locks and schedule cleaning as approved. Motion carried unanimously.
- g. **Policy on Limited Common Areas** – The Board reviewed a proposal from Jack on limited common areas. Candace concerns with maintenance, and requirement of engineering reports. The HOA to have an HOA engineer to confirm work was done to plans. The Board to have

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- approval. The attorney may proceed with drafting the policy.
- h. **Board Ethics and Conduct Policy** – The Board reviewed the conduct policy. Upon motion duly made and seconded the policy was adopted. Motion carried unanimously.
 - i. **Landscape Contract Renewal** – The Board reviewed BrightView landscape proposal. Upon motion duly made and seconded the renewal contract effective April 1, 2018 at \$19,764 with weekly retention pond clean outs and pet station maintenance. Motion carried unanimously.
 - j. **Audit and Tax 2017** – Upon motion duly made and seconded the contract for 2017 audit and tax preparation was approved at \$1,600 by Griffin Consulting. Motion carried unanimously.
 - k. **Policy for Vehicle Charging in Garages** – Tabled for attorney opinion.
 - l. **No Parking Signs**- Discussion was held regarding designated fire lanes. Robbin to write out sign and mark on a map for Board consideration.
 - m. **Native Pond Clean Out** – Board reviewed proposal from BrightView to mow down cattails and clear sediment in drainage way of the retention pond at \$14,649. The proposal was denied as the Board does not believe it is necessary.
 - n. **Building Addresses Replacement** – Manager discussed a proposal that was obtained several years ago and the need to replace building address signs. There are at least six buildings that need a complete replacement of the address signs. Steven and Robbin to price signs and have them installed.
 - o. **Building Globe Covers Replacement** – The Board discussed several missing globe covers that need to be replaced. The Board authorized Robbin to purchase the needed globes and replace them.
 - p. **Painting Phase 1 Plans** – The Board discussed the upcoming phase 1 of the painting that is planned for 2018. The Board would like more information on warranty. Tabled for further discussion.
7. **Homeowner Forum** – There were nine owners present. Owners discussed the following matters:
- a. Snow Removal – the street signs being bent with snow storage, fence needs to be repaired.
 - b. Screen door – Painters damaged screen door and had agreed to replace it.
 - c. Joel James 5733 South Addison Ct-Unit D – Owner is at attorney for collection and would like a response from attorney. Jack will follow up with owner.
8. **Adjournment** - The meeting adjourned at 8:33PM.