

Riverdale Park Townhomes Association
Board of Directors Meeting Minutes
Wednesday, October 17, 2018
6:00 p.m. – 8:00 p.m.
St. John's Lutheran Church
11040 Colorado Blvd.
Thornton, CO 80233

Meeting called to order at 6:00 p.m. by Kara Thuringer. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Board members present: Kara Thuringer, Michael Horowitz, Katey Tarkington and Aaron Foy.

Board members absent and excused: Maureen McPadden

CPMG Staff: Debra Vickrey, CAM, AMS, PCAM - Association Manager

Builders Report: Aaron Foy

- Aaron gave a summary of building activities. He indicated that infrastructure will be installed soon. The new wall design has been submitted to the City of Thornton. The issue with the walls and drainage is part of an ongoing insurance claim.

Meeting Minutes: July 25, 2018

- **Motion** to approve the meeting minutes was made by Mike Horowitz, seconded by Aaron Foy and passed unanimously.

President's Report: None

Association Managers' Report: Debra Vickrey

- Debra discussed some homeowner requests with the Board related to asphalt, drainage and walls.
- The Board agreed to a work session to set priorities for CPMG regarding large projects.

Discussion Items:

- The Board agreed to discuss the following items at a work session with new management; playground inspections, landscaping, concrete/asphalt repairs and on-site maintenance and trash clean-up.
- Debra gave a summary of activities related to the roof claim and answered questions.
- Debra provided some examples of items to be mailed out with the annual meeting notice. The annual meeting is scheduled of 11/28/18 at 6:00 p.m.

- **Motion** to instruct CPMG to destroy records older than three years, other than those that are required by law to be maintained or are pending matters was made by Mike Horowitz, seconded by Kara Thuringer and passed unanimously.

Contracts:

- **Motion** to engage attorney firm Moeller Graf for collections and legal matters was made by Katey Tarkington, seconded by Kara Thuringer and passed unanimously.
- **Motion** to approve Moeller Graf to revise the nine required governance policies at a cost of \$900 was made by Katey Tarkington, seconded by Kara Thuringer and passed unanimously.
- **Motion** to approve the 11/01/2018 – 11/01/2019 Moody Insurance renewal in the amount of \$119,003 was made by Michael Horowitz, seconded by Kara Thuringer and passed unanimously.
- **Motion** to approve the LandTech proposal for 2018-2019 snow removal on an as-needed-basis was made by Kara Thuringer, seconded by Katey Tarkington and passed unanimously.

Financials/Legal:

- **Motion** to approve the September financials prepared by Advance HOA Management, subject to audit, was made by Katey Tarkington, seconded by Mike Horowitz and passed unanimously.

Architectural Requests: None

Correspondences: None

Hearings: None

Homeowner Forum – 10 attendees

- Homeowners raised landscaping issue including weeds, dead trees, and lack of attention to clean-up.
- There was a request to have CPMG pay closer attention the enforcement of the rules. Examples given were the rules for the color of window coverings and satellite dishes that were improperly installed.
- Maintenance items were reported such as lights out.
- There were questions regarding the roofing project.

Adjournment: 7:25 p.m.

Next meeting: Annual meeting on November 28 2018 at 6:00 pm

Board actions between meetings:

- The Board approved the PST proposal in the amount of \$2,352.46 for additional work on the dumpsters on a vote of 3 to 2 with Michael Horowitz and Maureen McPadden abstaining.
- The Board unanimously approved the WDR Construction proposal in the amount of \$2,269.49 for repairs at 12824 Jasmin #A for interior repairs due to a roof leak.

Minutes approved:

<u>Kara M. Thuringer</u>	<u>1.23.18</u>
President	Date