

Reynolds Farm Condominium Association
Minutes recorded for the Monthly Board of Directors Meeting,
May 8, 2017 at 952 Reynolds Farm Lane

In attendance: Al Orendorff with Trio Property Management, Rick Marsh-President, Bonnie Prushnok-Vice President, Jeff Schwander-Secretary, Sue Wintersteen-Treasurer, Gina Underwood-Board member, Vince Raines-Homeowner

- 1) **Call to Order:** The meeting was called to order by Rick Marsh at 6:31 PM.
- 2) **Approval of Minutes:** Minutes for the April '17, board meeting were reviewed by all board members. Sue made a motion to approve the minutes as written, with Gina seconding the motion, and the board unanimously approved the motion.
- 3) **Manager's Report:** Al Orendorff with Trio Property Management submitted the report-
 - a) **Receivables:** Receivables show an outstanding balance owed at the end of the month of \$5,378.32. Current balance as of the 5th is -\$411.68.
 - b) **Delinquent Accounts:** A payment plan letter was sent to 946 on Friday April 7, 2017 outlining the total amount due and offering to allow payment in equal installments over 6 months. The letter requested response no later than April 25th. As of May 5th we have not received a response. This account is going to be turned over to legal for collection. Balance due on this account is \$1,280.
 - c) **Financials:** We remain under budgeted expense at 92.2% or \$11,862 UNDER budget. The Board reviewed the budget and will finalize by July.
 - d) **Landscape :** Turf paradise started working on irrigation system for the season. There will need to be some startup work done to repair things that may have broken over the winter. Weeding and mowing was started.
 - e) **Trees:** The board approved treating select Ash trees for the Ash Borer. Bonnie to contact company to get this scheduled.
 - f) **Buildings:** Al and Vince did a walk around of building #1 to look for work needed done before painting. The decks are the main area of concern. The plan is to have Blake Shaw work on lower areas of the building and Vince do work on the upper areas. Al met with the owners of unit 901. They are removing the atrium on the west deck and fixing all damages. The owner requested we look at the drainage on the north and west corner of the building. Al got two bids to regrade this area to keep water out.
- 4) **Old Business:**
 - a) **NGLA Grant-Next grant proposal:** We need to get 3 bids for this work. Bonnie has requested bids from multiple irrigation companies but has only received one.
 - b) **NAF Grant Report:** Gina reported we were approved for a \$150 Neighborhood Activity Fund grant.
 - c) **Building 1 repairs prior to painting:** See manager's notes regarding this work.
 - d) **Building 1:** Greenhouse on unit 901 is gone. Owner to repair at their cost.

- e) **Arbor Day Tree Sale:** We were able to get 5 trees for \$325! These were planted in various areas around the property in preparation of future Ash tree loss.
- f) **Respite Garden:** Community sign was installed by Vince Raines. Bonnie reported there was a lot of positive community input.
- g) **Other:** Jeff reported that he has identified many of water shut off valves to each building but we will need to purchase an 8' shut off tool to access some of the shut off valves.

5) New Business:

- a) **Possible violations:** None.
- b) **Building 1 prep work:** See manager's notes. A bid from Asset Builders for painting the building is being requested.
- c) **Neighborhood concrete work:** Some concrete work needs to be done on building 1 and also some work on unit 933/935 sidewalks. One bid was received from Denver Asphalt for \$4,594.
- d) **ACC Request:** 939 concrete pad
- e) **Barn Report:** Unit 951 has taken an open space.
- f) **Budget:** Board members to review proposed budget provided by AI for discussion at June meeting.

6) Community input: None

7) Adjournment: The meeting was adjourned at 7:55 PM. The next meeting will be Monday, the 12th of June at 6:30 PM, at Rick Marsh's home (952).