

August 24th, 2022

Board of Managers Meeting Minutes

- Board members in attendance:
 - President Aaron Wandler, Vice President Frank Oldham, Charlynn Caruthers
- Board members in attendance through Zoom: Noelle Vance, Roger Pederson, Melanie Gage
- Board members absent
 - Secretary John McEncroe, Treasurer Lynn Bartsch
- Golden Ridge Condominium Association representatives in attendance:
 - Maintenance manager Leo Banuelos, office manager Janie Royer, and property manager Michael Hecht,
- Meeting called to order at 6:26 pm
- Aaron motioned to approve revised agenda, second by Charlynn. Motion passes unanimously.
 - Revised agenda:
 1. Call to order and establish a quorum
 2. Approval of agenda
 3. Approval of the minutes
 4. Home owner open forum
 5. Presentation by Karen Braem Esq. with Springman, Braden, Wilson & Pontius, P.C. on HB22-1137
 6. Office report
 7. Property manager report
 8. Financials
 9. Old business
 - i. Review June meeting minutes
 10. New business
 - i. Property management proposal and LCM contract
 11. Confirm next meeting date
 12. Adjournment
- Aaron motions to approve the minutes with Roger's revisions, second by Frank. Motion passes unanimously.
 - On page 2 of 2 of the July 20th, 2022 meeting minutes. Revise bullet point four to state:
 - Roger – "Flock camera system?" Discussion summary: does not deter crime, but does help post criminal activity. Budget is too tight to pursue at this time.

Homeowner Open Forum – Round 1

Homeowner #1 1250 Golden Circle

- Some parking lot lights were burned out between March and July, 2022. Without parking lot lights, the parking lot is too dark. It took too long to replace the burnt-out lights.
- Also took too long to repaint the parking spot numbers.
- Homeowner likes the Colorado blue spruce, but another tree is half dead.
- These are the homeowner's concerns.

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Karen Braem Esq. with Springman, Braden, Wilson & Pontius, P.C. (6:46 pm)

- Over view of new house bill HB22-1137 that went into effect August 10th, 2022
- Presented "Homeowner Association Newsletter – June 2022"
- Review of the Collections Check List (unpaid assessments), pp. 3, 4¹.
- Karen Braem tries to work with people to pay their overdue assessments and to resolve their situation so they can get current and in good standing with their HOA.
- The checklist must be completely followed and all the rules must be adhered to before moving to foreclosure.
- The new statute, HB22-1137, is not intuitive.
- If LCM goes through their entire process, LCM will have an account ledger balance. Springman, Braden, Wilson & Pontius, P.C. then charges an hourly rate for their collections service fee. The total homeowner balance due will look as follows:

Homeowner balance due = Overdue HOA balance + Late Fees + Interest + Collections Service Fee

- Noelle asked a detailed question about an instance involving a delinquent account.
- If the homeowner's overdue balance is only because of fines the account cannot go to foreclosure and will require going through district court. Karen Braem recommends:
 - Keep records of police reports
 - Keep records of complaints and interviews
 - Keep records for fines
 - Document everything if there is a problem
 - Keep detailed notes and all related documentation
- Health and safety violations follow a slightly different protocol, see p. 41 under "NOTE"
- Suzanne M. Leff with the law firm Winzenburg, Leff, Purvis & Payne, LLP, will write the GRCA required policies to comply with HB22-1137

Maintenance Report – Leo Buenuelos

- Melanie requested that labor and materials are broken out in the future.
- Leo would like to keep sprinkler repair outside of his contract. He considers adjustment of sprinklers and flow testing part of the current contract.
- Frank and Michael have a directive to request the ordinance that requires GRCA to maintain city property on the east side of Heritage Road. They will also inquire about the city property that Leo snow plows in the same area. GRCA mows and removes snow on property owned by the city of Golden.
- Roger would also like to see the number hours of labor in Leo's invoices, in addition to Melanie's request.
- Frank moves to approve all invoices excluding p. 10². Aaron 2nd. Invoice on p. 10² was pre-approved. Motion passes unanimously.
- Melanie moves to approve Hulk Enterprises LLC invoice on p. 12².

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- Melanie is requesting Michael keep track of how much he saves the association with his contractor discount and other methods of cost saving.

Office Report – Janie Royer

- Charlynn motions to do a test-run from September 1st, 2022 through September 30th, 2022 to modify clubhouse hours to:
 - Monday – Thursday: 9 am -6 pm
 - Friday: 9 am-10 pm
 - Saturday and Sunday: 12 pm-10 pm
 - Extending key card access to the gym every day from 5 am – 10 pm
 - Aaron 2nd. Motion passes unanimously.
 - Janie and Matt will post the new hours on the bulletin boards and website.
- 501 Golden Circle unit #105 is still a nuisance. The tenant has a visitor named “Flash”; the tenant does not know his real name. There have been multiple times the police have been called for stolen items identified in Flash’s vehicle and for a drug overdose.
 - Flash’s white pit bull dog bit two residents. Janie will look into filing this issue as a health and safety violation.
- Aaron will write a letter following up on the original letter to the owner of 501 Golden Circle unit #105 on fines and an update on police activity.

Property Manager Report – Michael Hecht

- Michael provided proposed revisions to his contract on p. 15².
- Noelle has suggestions to Michael’s contract based on section VI.F.
- Crawl space report from Martin/Martin prioritizing the crawl space repairs pp. 16, 17². Michael proposes starting November 2022, partial repair expenses were approved at the June 2022 meeting. The board agrees with his recommendation to start in November 2022. Michael will continue working with Lynn on the timing of the crawl space repair expenses.
- Melanie motions to start the crawl space repairs starting in November and work with Lynn to maintain an appropriate reserve balance. Roger 2nd. Motion passes unanimously.
- Martin/Martin provided an updated proposal for the exterior brick based on the cracking and determined it was cosmetic and not structural. A contractor is scheduled to come and provide a bid on the repair for the exterior brick.
- Frank moves to appropriate not more than \$7,000 for Asphalt Coatings to repair potholes with one truck load. Charlynn 2nd. Motion passes unanimously.

Homeowner Open Forum – Round 2

- The unit owner of 1350 Golden Circle and his grandmother, who was the prior owner, presented their case again regarding a missed HOA assessment and the resulting late fees, interest, and collections service fee.
- The owner purchased the unit in August 2021 and believed that he would not be responsible for the HOA assessment three months after closing. He thought he would not be responsible for the August, September, and October 2021 HOA assessments and the first HOA assessment he would be responsible for would be the November 2021 HOA assessment which was due November 1st, 2021.

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- The unit owner set up an automatic ACH transfer with LCM Property Management to pay his monthly HOA assessment on November 1st, 2021³. The November 2021 HOA assessment was automatically withdrawn from his account on November 4th, 2021.
- However, the unit owner appears to have misunderstood his HOA assessment responsibilities, he was responsible for the October 2021 HOA assessment. He claims he did not receive any correspondence from LCM Property Management about missing his October 2021 HOA payment. He was unaware that he missed a payment until he received a letter from Springman, Braden, Wilson, & Pontius, P.C. about the missed October 2021 HOA payment. From around October 2021 until the unit owner received a letter Springman, Braden, Wilson, & Pontius, P.C. he was having trouble with the U.S. Postal Service delivering his mail.
- Frank asked the unit owner, "Do your closing documents state which month you were supposed to start paying the HOA assessment?" The unit owner replied, "I don't read my closing documents every day!"
- Aaron will call Bob Weiss with LCM Property Management and explain that some members of the Board think that LCM Property Management is responsible for the \$729 in interest and attorney's fees.

Confirm Next Meeting Date

- Annual homeowner meeting is scheduled for September 21, 2022.
- Meeting adjourned at 9:28 pm