

# **MARSTON SHORES HOMEOWNERS MEETING PINEHURST COUNTRY CLUB, MARCH 24, 2016 6PM**

**BOARD MEMBERS PRESENT:** Hank Gilbert, Vern Bullard, Michele Salisbury, Tina Garcia, and Jane Oberg.

**OTHERS:** Carol Lehr-Muncaster, Deb Bullard, Emmy Fisher, Jim Carpenter, C.P. Estes and Samuel Nez.

**CALL TO ORDER:** The meeting was called to order at 6PM by President Hank Gilbert.

**APPROVAL OF MINUTES:** The minutes of the February 25, 2016 meeting were amended under **Financial Report:** to read \$20,768.01 in checking, \$30,300.52 in savings. TG moved to approve. VB seconded and motion passed.

## **COMMITTEE REPORTS:**

### **ARCHITECTURAL - Tom Guetz**

Unit 21 - Request for rear lower level sliding glass patio door(s) replacement. VB moved to approve. MS seconded. Approved by board.

Unit 45 - Request for deck replacement and enlargement. Owner will be responsible for payment. Motion by HG to approve. Seconded by JO. Approved by board.

### **SNOW/LANDSCAPING - Carol Lehr-Muncaster**

Jakelich Construction responded to the Spring Blizzard on the afternoon of March 23, 2016 immediately following the storm. A portion of the snow removal was accomplished from afternoon to evening. Jakelich followed up with complete removal on Thursday, March 24, 2016.

Mountain High Tree and Lawn removed one Evergreen tree and several large Radiant Plum limbs blocking driveways following the Spring Blizzard. The company sent out an emergency crew and chipper truck on Thursday, March 24, 2016. Daniel Nilles, our Arborist was on the property in March marking several dead trees and shrubs to be trimmed and/or removed. He will return to the property on Monday, March 28 to evaluate the aftermath of the damage done to the property by the spring snow storm.

We also received an estimate for vole control behind Units 7, 17, 25 and 28. Vole control will be implemented for three months to eradicate the problem on the south lawn. There are several colonies and many burrows that need attention. Caution is advised to anyone walking behind these units on the south lawn.

The Landscape Committee Manager recommends K.C.'s Services of Lakewood, CO as the

provider for lawn maintenance services for the upcoming 2016/2017 season. Landscaping had two productive meetings with owner K.C. Falzgraff and negotiated a contract bid for \$14,500 for services. The other bidders on the lawn maintenance project were: TerraCare and Schultz Industries. K.C. Services, Inc. presented a contract for approval and is anxious to get to know our property. VB motioned that we approve K.C. Services. MS Seconded. Unanimous Board approval.

The Landscape Committee contacted Jody Madrano, Manager of Co-Cal to negotiate services in lieu of several missed trimmings during the 2015 lawn maintenance contract. Madrano did not return a detailed message regarding the breaches of contract to Carol Lehr-Muncaster. A request was made to Co-Cal to exchange the missed trimmings for pine needle clean-up following strong winds. Tony Lemberger was then notified to call Co-Cal regarding the pine needle drop. A certified letter will be drafted and sent to Co-Cal regarding the contract breaches and withholding of payment until the matter is settled equitably.

#### **MAINTENANCE - Vern Bullard**

##### Completed:

Unit 16- French drain completed. Drain re-spouting pending.

Unit 29- Front porch reconstruction due to rot in substructure.

Unit 42- Flashing and fascia repair (damaged by Window contractor) Owner paid.

Unit 45- Removed and re-sloped gutter on garage front. Re-flashed gutter due to continuous leaks.

All units-gutters have been cleaned.

##### Pending:

Unit 38- Repair of incomplete deck work by Phillips in spring.

Unit 25- Sanding and painting, lower level door. Weather delay.

Unit 17- Rebuild, re-attach privacy screening lower patio.

Unit 34- Repair leaks between gutter and fascia.

Unit 2- Re-attach diverter pipe on rear downspout.

#### **FINANCIAL REPORT:**

Homeowners dues payments are satisfactorily caught up for the month.

This month Tony reported \$30,303.40 in Savings and \$31,831.91 in Checking.

Total Expenses for February \$2,206.10.

#### **OLD BUSINESS:**

**INSURANCE** - Tina Garcia explored the issue of Fidelity Bonding, as suggested by HOA lawmakers. The issue was Tabled until the new board is organized. Insurance company research continues. Eric Johnson, CRS Insurance is consulting on this project and is expected to make a presentation at an upcoming board meeting.

**MSHOA TAXES** - HOA property taxes have been paid. The HOA did not pay Federal or State taxes. Ryan E. Lee has submitted a \$1200 bid to audit HOA books. Tony Lemberger is getting a second bid from Michele Giometi, another auditor.

**ANNUAL MEETING** - All residents are invited to attend April 12, 2016 at 6PM Pinehurst Country Club. A packet will be distributed to all homeowners with agenda, proxy statements and information on the meeting.

**DECK WORK ON UNIT #9-** The board received no response to a **letter** with reconstruction cost details, clarification of Covenants and outline of HOA payment procedures for a deck rebuild following a greenhouse teardown. No response from the homeowner. The board will now **re-send a certified letter to two residences** owned by the homeowner.

**MANAGEMENT COMPANY SEARCH** - Members of the committee, Deb Bullard, Michele Salisbury and Jane Oberg reported on the new management company selection process. Deb Bullard provided a history of the committee's activities since its advent in 2015. Management companies were referred to the committee and six were solicited. Proposals were subsequently sent by four companies. The committee eventually narrowed the search to two companies who specifically met precisely mandated criteria. Budget, criteria and services were contrasted and compared accordingly between the final two companies. The Committee determined **Management and Maintenance, Inc.** offered the best service and value to Marston Shores as well as a monthly rate that is substantially below the current budget of \$1,200 per month. (See attached Management Company Selection Committee Report.) TG motioned to approve the recommendation of the Management Company Search to hire **Management and Maintenance, Inc.** as the new management company for MSHOA. VB seconded. The board voted unanimously to approve.

**HOA RULES AND REGULATIONS-**The Board discussed the process of reviewing and clarifying the official HOA Rules and Regulations in order to smoothly transition procedures and information to prospective Management Companies. Discussion tabled until the new board convenes in April.

**MAIL THEFT** - Jefferson County Attorney General announced an arrest in the mail theft case at Marston Shores several months ago. The alleged thieves were confronted by Jim Carpenter, license plate and car descriptions were given and the police and post office were notified. Tina Garcia will be testifying.

For monthly minutes and HOA information visit the MSHOA Website:  
[www.marstonshores.org](http://www.marstonshores.org)

The meeting was adjourned at 9PM.

The next meeting of the HOA will be held on Thursday, April 28 at 6PM at Pinehurst

Country Club. The date of the May Board Meeting will be announced by the new Directors following their organizational meeting.

Respectfully submitted,

Carol R. Lehr-Muncaster,  
Recording Secretary