

**Marston Shores Homeowners Association**  
**Minutes**  
**December 20, 2017**

The regular monthly meeting and special assessment meeting of the Marston Shores Homeowners' Association was held on December 20, 2017. Board members present were Tom Guetz, Vern Bullard, Michele Salisbury, Jane Oberg and Sherry Benner. Brian Reid represented Management & Maintenance, Inc. Numerous owners were present (see sign-in sheet).

After the sign-in sheet was tallied, it was determined that there were only 22 of the homes were represented. 31 homes were needed for quorum, so there were not enough owners to take a vote.

An owners asked about the special assessment and asked if it was re-occurring. Brian stated the special assessment was a nine-month assessment, and then it was done. It could not be assessed again without a new vote.

There was a question about whether the paint could wait another day or two. Vern Bullard noted the south side is being hit by direct sunlight and reflective sunlight from the lake and the paint is compromised and chalky. The Hardie Board siding has a protective coating, and if it is neglected, the warranty and the durability of the siding is reduced. The Board cannot guarantee the siding won't last for an additional year, but the Board does not want to risk issues with the siding that cannot be reversed. It is the Board's position that it is time to do the work.

An owner stated her side deck should be replaced in 2018 – it is already very dangerous. Brian said that there are some funds that will be available for deck work, but the funds are limited in 2018, so the special assessment does not need to be so large, and much of the painting work can be paid through Association funds. Vern will inspect decks in the spring to determine essential issues that need attention in 2018.

The owners thanked the Board for their diligence on this issue. Some owners stayed for the rest of the meeting; some left. Some owners are not sure they will be able to attend the follow-up meeting, so they signed proxies for the next meeting.

Tom Guetz called the meeting to order at 4:04 p.m. after the special assessment issues and questions had been discussed.

The November 2017 minutes were reviewed and approved as presented. Salisbury motioned, Benner seconded; vote was unanimous.

**ACC Requests:**

None at this time.

**Deck Issues**

None at this time.

**Landscape Issues:**

- KC Services did a final clean up, but missed a portion of the parkway along the north side. Brian has contacted KC Services to come back and get all the leaves, but to date they have not

responded. He is also waiting to get a bid from KC for rock to be added on the back dirt areas behind the homes for owners that might want rock. Management & Maintenance, Inc. did approximate bids based on the square feet of dirt behind each home. Specific bids will be provided to owners if they request one. There were approximately three sizes of dirt areas that could be covered with rock behind the homes.

### **Maintenance Issues:**

- Alex Chavez from Horn Brothers roofing contacted Brian and said the two roofing issues were addressed, and the gutter on #42 was caulked. Now the HOA has to wait until there is significant rain and/or snow to determine if the issues were addressed.
- All the rest of the maintenance issues are items that will be addressed in 2018.

### **Financial Statements:**

The financial statements were reviewed. The Association ended November 2017 with \$32,012.94 in cash. The funds will start to be built over the winter as the major expenses are done for the year. There is an owner that has not paid for several months – Brian sent the owner an intent to lien letter. The owner will be turned over to the attorney for collections if a payment has not been made by the end of December 2017. The Association is \$6,000.00 over budget on operating expenses, but that should be reduced by the end of the year.

The budget was reviewed. The Board approved the budget and the financial statements as presented. Salisbury motioned, Oberg seconded; vote was unanimous.

### **NEW BUSINESS**

#### **Parking at mailboxes**

The Board reviewed the bid to paint the curbs in front of the mailboxes. The Board will get a bid from the painters, once one has been selected. They might be able to do the work cheaper when they are already doing the painting.

#### **Insurance bid**

The Board reviewed the bids provided by the current contractor. The total cost for all the insurance policies (buildings, liability, D&O, fidelity and workman's comp) is \$31,868.00 - \$368.00 over budget for the 2018 fiscal year – that is less than two percent over budget. The bids were approved as presented. Bullard motioned, Benner seconded; vote was unanimous.

#### **Reconvening for the Special Assessment**

The Board needs to give at least ten days' notice to reconvene the meeting to vote on the special assessment. Vern has conflicts on January 10<sup>th</sup> and 17<sup>th</sup>. The Board voted to hold the special assessment and Board meetings on Wednesday, January 3, 2017 at 5:00 p.m. The notice for the meeting will have to be out by December 23, 2017.

### **OWNERS' FORUM**

Deb Bullard noted that coyotes have been spotted on the HOA side of the fence dividing the HOA property from the Denver Water property. A reminder will be sent out reminding owners not to feed the coyotes.

There being no further business, the meeting was adjourned.  
Respectfully submitted,

Brian Reid, Managing Agent