

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

January 13, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:38 p.m. Present were: Myles, Les, Lyle, Matt and John. We have a Quorum tonight.

Homeowners Forum:

Approval of minutes: The minutes for December have been reviewed and approved.

Delinquencies: We still have 4 units that are delinquent. We have 1 in the collections process and 1 more that may be handed over to the attorney soon. Everyone is receiving letters stating that they are overdue.

Reserves: Our reserves are now at \$113,895.16.

Old Business:

- It appears our insurance company has settled the slip and fall claim. We don't know the details yet, but the claimant said she has received a check.
- We will not pay a retainer fee for our attorneys after all. There was some confusion in our last meeting and it turns out we were not paying a retainer fee and it would be a new cost if we chose to go that route. We decided not to incur this new expense.
- The signage has come in. Les is going to put them up in the next few days.
- The leak issue/caulking repairs for the parking garage should be done this week.
- The elevators have been repaired. We're just waiting for a slight tweak to the roll bearings so they will be less noisy and the latch needs to be modified slightly.

New Business:

- We're going to send out a letter notifying everyone that the bike rack is going to be cleaning up. People will be able to label their bike and/or notify the property manager which bike is theirs. Unclaimed bikes will be donated to charity.
- We have some fungus growing on some of the trees on the side of the building. Les is going to have Mike at Century Landscaping take a look at it.
- Les is working on a bid to have the dryer vents have automatic flow switches installed.
- We received a bid for new carpeting. It would cost between \$6,000-\$10,000 for 2 floors (main and 2nd floor). It would depend on the kind of carpet we choose. Price includes removal of old carpet, new carpet, mill freight and installation.
- We received a bid from A&A Plastering for the EFIS repairs. It's a \$105,000 bid which includes: wash, brown coat (primer), fiberglass mesh (on cracks), scaffolding, clean up and warranty. The bid is not as detailed as we would like. Les is going to get a more detailed bid so we know exactly what we're getting,

including the length and details of the warranty. Les received a verbal bid from a different company for \$140,000, but we don't have the exact details in writing yet.

- Les is going to get a bid for new caps on the top floor railing. The current caps aren't angled properly. We'll need either new caps or new gutters to prevent streaking once we fix the EFIS issue.
- We're waiting for a bid from Vortex to repair the back doors. The hinges probably need to be replaced.
- We need to do a reserve study and decide if we should increase our dues and/or our reserves. Russ is going to run some analysis to see where we're at and give a recommendation. We're going to have a special meeting to discuss these figures.
- The government is requiring that we do a 5 year hydro test on the sprinkler system. Cost is approximately \$600. Les is going to get this set up as soon as possible.
- We have a quote of \$656.99 to install a stopper to prevent the parking garage door from opening too far. Les is going to get another quote.
- We need to set up a time for our annual meeting. We're going to shoot for Tuesday, February 10.

Adjournment: The meeting was adjourned at 8:41 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING
February 17, 2009
Board minutes

Call to order: Myles called the meeting to order at 8:40 p.m. Present were: Myles, Les, Jason, Matt and John. We have a Quorum tonight.

Approval of minutes: The minutes for January have been reviewed and approved.

Assessment: The annual meeting has just concluded and the owner's agreed to do a \$125,000 assessment to resolve the EFIS issue. Units will have the option to pay over the course of 12 months.

Old Business:

- We'll get the same insurance coverage in 2009, but for \$400 less in premium dues.
- We will not be getting an additional recycle bin. There's not enough space.
- Grennal will be doing sprinkler/fire alarm tests. The cost is roughly \$1000.

New Business:

- A unit had a water stain in the ceiling and moisture between the glass panes. There was also noise in the unit from a dryer fan. Les is working on getting bids to fix everything.
- Greysu is now a member of the board. She will be getting new bids for several of our contracts and see if we can save any money.
- We will get a professional reserve study done in the future. Les will start working on some bids.
- We got approval to buy our gas at a bulk discount. We should see 10-15% savings in our gas bill from now on.

Manager's report:

- We're going to get a bike list and get rid of old bikes that are unclaimed. We will do this over the next few months.
- Les has a bid to fix the iron outside the door to the parking garage for \$600.
- A gauge will be installed on the domestic hot water heaters to regulate temperature to the water.

Adjournment: The meeting was adjourned at 9:14 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

March 10, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:38 p.m. Present were: Myles, Les, Christina, Geysu, Matt, Bob and Jon. We have a Quorum tonight.

Approval of minutes: The February and Annual (2008) minutes have been approved.

Homeowners Forum:

- There is an issue with mice in one of the units. The owner hired Orchin to exterminate the mice in the unit. They caught 4 mice and removed the furniture that the mice were living in. Les has set some traps in the boiler and the utility rooms. He has yet to catch anything in those spaces.
- Les is going to put signs out warning people who don't clean up their dog waste.
- Geysu received a bid from a company to do all our ground maintenance (summer) and snow removal. We have 2 options: 1) pay for snow removal as it snows. The new bid is much less than we're currently paying. 2) Pay a set amount each month and they'll do all our ground maintenance and snow removal (up to 6 inches). There's an additional charge if it snows more than 6 inches. Geysu is going to find out what that amount is and if they take care of all the same things as our current contractor for the summer ground maintenance.
- Several bushes appear to be dead and don't seem to be coming back. Geysu suggests we remove a few bushes that aren't growing and plant some annual flowers in that space. She also suggests filling in some of the empty space with flowers. She's going to get a bid/recommendation from this company and see what we can do. Several members of the board are going to do their own research and we're also going to get a bid from Century. We'll have another discussion about this subject at the next meeting to decide which way to go.

Treasurer's Report:

- Delinquencies: We have 2 units that are over 90 days delinquent. The attorneys have filed all the appropriate paperwork for the liens and judgment for 1 unit. The other unit is almost caught up and should be current by the end of the month.
- Reserves: Our reserves are at \$111,550.87.

Property Manager's Report:

- We're going to set up a 2nd money market account for the special assessment money.
- The front railing is currently being fixed.
- Les received a call that the elevator was not running. It was just locked out by the safety device and it wasn't a real issue. Les has also ordered a new button for the first level because the current one is difficult to push.

Old Business:

- The cheapest bid of the EFIS repairs is still \$105,000. Les is waiting for 3 more bids.
- Myles suggests we use the old carpet to create floor mats for each unit. We're going to get a bid.
- Geysu is going to get a bid for the carpet replacement.
- We got a bid for \$654 to fix the gated door to the parking garage. Les is waiting on 2 more bids.
- Matt is going to create an inventory of bikes on the rack. We'll proceed with getting them identified and donate any that are unclaimed.

New Business:

- We received a bid for \$1625 for fence staining/sealing. We've got a few options on the stain and we decided to go with the semi-transparent.
- We have a bid from Performance Building Services to do the same work as mechanical systems. The bid is more than we're paying now. We're not going to change our vendor for mechanical systems at this time.
- Evans Redmond can install timers on some of the fans so they're shut off from 11 p.m. until 5 a.m. They're going to send Les a bid in the near future.
- Evans Redmond is going to try to install switches for the dryer fans on the roof so they only run when the dryer is running. They're not 100% sure it will work yet. They're also going to attempt to foam the venting at the top to reduce the noise when the fans are running.
- Geysu received a bid for the weatherproofing to the concrete on the front steps and the rear ramp from Torcco. The bid has 2 options. The more expensive option would add a second drain on the ramp. The cost is \$3900 or \$4900 depending on which option we would choose. Les got a bid from WeatherSure for \$3900 to do both, but it doesn't include adding a second drain or ripping out the old concrete. We decided to go with Torcco to do the \$4900 option.
- The alarm has been going off in the boiler room. Les has it temporarily fixed. Evans Redmond is going to look into the issue.
- We got another bid to clean up the trash in the parking garage, front, side, back of the property as well as cleaning up any dog poop. It's \$65/week. We're going to continue to use the current vendor which is \$100/month.
- Les got 2 bids to clean the main drains for around \$900. We're going to use Colorado Sewer since they did the work last year.

Adjournment: The meeting was adjourned at 8:25 p.m.

Matthew Williams
Secretary

April 14 Meeting Minutes

Call to order: At 6:35.

Attendees: Miles, Jason, Gysu, Christina, Jon, Les...Jon promptly resigned due to fear of legalese language.

Minutes for March were approved

Homeowner Forum

+We will repair the water damage to Unit 208's car due to parking deck leakage.

Treasurers Report

+Delinquencies: We have 2 units that are over 90 days delinquent. The attorneys have filed all the appropriate paperwork for the loans and judgment for 1 unit. The other unit is almost caught up and should be current soon

+Reserves: \$116,351 with \$19,538 in our operating account.

Property Managers Report

Old Business

+Carpet Bids - Gysu recommended we go with Veterans. She went through a lot of legwork and spoke with a couple of the companies we received bids on. However, we may wait until the EFIS work is complete.

+We have to remove all items from the garage per the fire department. Russ has plastered the building with signs announcing this fact.

+Efis - we are waiting for two more bids.

+Side door bids - we are still waiting on bids on the parking garage side gate door bids. We have one bid but it seems steep at \$600.

+Bike rack cleanup - Jason dropped the ball on this. He will get on it.

+Boiler Alarm Notices - They did some tweaking on the boiler to stop it from alarming. So far it seems to be working.

+Entrance Ramps - they Turrco is starting the work this week, weather permitting.

+Carbon Monoxide Detector - A new legal requirement. We need to find out more information. Les is going to take a class and give us further information.

New Business

+We will not set up a new account. This will be stricken from the agenda.

+Dryer booster fan control on/off switch bid. It came back at \$360 per unit. We are waiting for more information from Evans Redmond.

+Fire alarm repair bids.

-Tyco came in higher by about %50. We approved the Fire Alarm Services.

+Perennial Plant Improvement: We are going to get another quote for this.

+Landscape Design Contract: Same here

+Elevator button was fixed. We are also getting bids for basically kick boards in the elevator. The first came back at around \$700.

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

May 12, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:35 p.m. Present were: Myles, Les, Geysu, Jason, Matt and Rebecca. We have a Quorum tonight.

Approval of minutes: The April minutes have been approved.

Homeowners Forum:

- Unit 404 has had a leak. Les thinks it will be permanently repaired once we do the EFIS repair. It's not a roof leak issue.

Treasurer's Report:

- Delinquencies: We have 2 units that are over 60 and 90 days delinquent. The attorneys have filed 2 leans and judgment against 1 unit that hasn't paid any dues for several months. The other unit should be paid in full soon.
- Reserves: Our reserves are at \$138,704.24. \$25,923.01 in Special Assessment Reserves.

Property Manager's Report:

- Les is got 2 new bids on the gate door. One came back at \$295 and he's waiting for the second bid to come back. We're confident that \$295 will be the low bid, so we'll probably use that builder.
- The boiler alarm has been fixed.
- The controllers and knobs on the elevators have been fixed. The latch is the only thing left to fix.

Old Business:

- We received a bid from Top 2 Bottom, LLC for \$121,000 to do the EFIS repair and this includes the capping on the roof. Randcorp gave us a bid for \$102,500, but it didn't include capping the roof. Jason, Matt and Myles will meet with Top 2 Bottom to get more details on the contract.
- We created a bike rack inventory list and typed up a message for homeowners so they can claim bikes on the rack. All unclaimed bikes will be removed and donated to charity.
- Carbon Monoxide Detectors may become mandatory. We'll know more on July 1, 2009 when it's voted on.
- Dryer booster fan control pressure on/off switch is \$400 to replace for each unit. We don't have any current issues, but we'll decide what to do on a case by case basis in the future. There's some debate as to whether it's the unit's responsibility or the HOA's responsibility to repair/replace.
- We're waiting for some bids on the elevator kick plates and fire alarm repairs.

- We received a bid from Loeras Landscaping to do our snow removal and landscaping for \$9,900 a year. We voted to begin using this company and will save a significant amount of money from our projected annual cost.

New Business:

- We received tax preparation and audit service bids. The audit bids were around \$2000 and the tax prep is \$300.
- We'll look at the bulk gas contract next month. They want 2 months reserves based on our highest months usage before they will give us the discount. This is to cover them for buildings that fail and it takes 2 months to switch the service (on average).

Adjournment: The meeting was adjourned at 7:54 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

June 9, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:35 p.m. Present were: Myles, Les, Geysu, Jason, Matt, Lyle and Christina. We have a Quorum tonight.

Approval of minutes: The May minutes have been approved.

Homeowners Forum:

- Unit 404 water leak will be fixed when we do the EFIS repair.
- There was a water leak from the outside water bib next to unit #503 that flooded unit #401. There was damage to the hardwood floors and Les is trying to figure out if our insurance or the homeowner's insurance will cover the damages. Unit #301 had a little bit of damage as well, but very minimal expense to repair. Our deductible is \$5000. The damages will exceed \$5000 regardless of whether our insurance or the homeowner's insurance covers the hardwood floor damage. This is due to the cost of fixing drywall, paint, water removal, drying, replacing the water bib, etc.

Treasurer's Report:

- Delinquencies: We have 2 units that are over 60 and 90 days delinquent. The attorneys have filed 2 leans and judgment against 1 unit that hasn't paid any dues for several months. Les is going to contact our attorneys to see what else we can do. The other unit has not resolved the issue. Les is going to call the owner to see if he can get them to get caught up. If no attempt of payment has been made by the 15th we will contact our attorneys and proceed with getting a lean placed against the property.
- Reserves: Our reserves are at \$137,582.04. \$35,326.53 in Special Assessment Reserves.

Property Manager's Report:

- The front steps and rear ramp has been repaired and coated. We have a bid for \$4900 to coat the front ramp and a 6 foot wide lane from the upper parking area to the trash bin with sand under the coating (including the steps). This will make the walkways much safer to walk on during the winter because they'll be less slick. There will probably be maintenance (recoating) for everything every 2 or 3 years.
- The small gate to the underground parking area has been fixed. It cost \$295.

Old Business:

- EFIS repair work: Les created a detailed draw sheet for our contractor. Payments will be made in increments and in phases where a percentage of the total bid will be paid at the completion of the various phases. We have some bids coming in to fix the various window issues. This is not included in the \$121,000 bid for the

EFIS repairs. There is a 2 year warranty for the workmanship and a 10 year warranty on the paint product.

- The bike rack list and notice has been created. It will be posted after this meeting.
- The Carbon Monoxide Detector Bill has been approved and goes into effect on July 1. With the new law, a Carbon Monoxide Detector will be required in the unit where any new tenants sign a lease after July 1. The law does not apply to any existing tenants or tenants that renew a lease.
- The smoke detectors have been tested and it turns out we don't have any issues with them. Grinnell is going to rebid the maintenance costs and it will probably come back \$300 less.
- Bulk gas contract has been signed. We're waiting for them to hook us up to the phone line.

New Business:

- none

Adjournment: The meeting was adjourned at 7:45 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

July 14, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:37 p.m. Present were: Myles, Les, Geysu, Jason and Matt. We have a Quorum tonight.

Approval of minutes: The June minutes have been approved.

Homeowners Forum:

Treasurer's Report:

- **Delinquencies:** We have 2 units that are over 60 and 90 days delinquent. The attorneys have filed 2 leans and judgment against 1 unit that hasn't paid any dues for several months. Les has sent a letter to the other unit and our attorneys. The next step is to place a lean placed against the property.
- **Reserves:** Our reserves are at \$133,987.88. \$16,041.01 in Special Assessment Reserves.

Property Manager's Report:

- The flooring repair for unit 401 has been ordered. It will be a pre-finished maple.
- Les is going to order the elevator kick plates in. The best bid was \$400 and that is the one we're going to choose.
- Two units reported slight leaking last week during a heavy wind/hail/rain storm. Les is going to have a roofer look at any damage that was done and investigate the leak.
- Our fence is starting to get in bad shape. Les is going to get bids for repair or replacement once the EFIS repairs are complete.

Old Business:

- **EFIS repair work update (from Jason):** The repair work so far is going really well. The general opinion is that Top2Bottom is doing extra good work so they can use this project as their showpiece in the future. Jason had a family member who is in the construction business walk the building and said we're getting a great deal from Top2Bottom. We decided to upgrade some of the exterior window bases to green board. It will cost an additional \$900 and everyone agrees it would be best to replace the wood with green board. Some of the old wood was warped. We approved the 2nd payment and Top2Bottom is on schedule with the work they've promised so far. 1 owner needs to move their jeep from the top parking garage which is hindering some of the work. The owner will be contacted by Les so they can continue working. It looks like the work will be complete in about 2 months from today. 1 owner is complaining about the smell in their unit from the work. There is some dispute to this claim and the owner will need to contact Wehner Property Management.

- The law now states if you rent your unit as of 7/1/2009 it needs to have a CO2 detector.
- The bike rack sheet has disappeared. We're going to try it again. Les is going to copy the sheet every few days. Hopefully we'll get an accurate list this time.
- Fire alarm bids: We're still negotiating the bids with Grinnell.

New Business:

- Window repairs are pending until the EFIS repairs are complete.
- Dept. of Revenue notice. Required to be sent to all HOAs, but it doesn't really apply to our building.

Adjournment: The meeting was adjourned at 7:23 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

August 11, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:32 p.m. Present were: Myles, Les, Geysu, Jason, Matt and Bob. We have a Quorum tonight.

Approval of minutes: The July minutes have been approved.

Homeowners Forum: Bob joined us tonight to discuss the recent leaks in his unit. From what we've been told the roof is in good shape and probably won't need to be replaced for 10-20 years. Everyone agrees we have one of the best roofs available. Unfortunately for Bob's unit there have been a few tears in the roof for various reasons and it seems the water flows towards his unit in each case. The roof company is going to come out soon and make sure it's properly fixed and maintained.

Treasurer's Report:

- **Delinquencies:** There is only 1 delinquency at this time. The amount receivable is \$15,494.10. The property is in pre-foreclosure. The other property that was delinquent last month has been paid in full. A potential buyer bought the debt and to get 1st shot of owning the property.
- **Financials:** Reserves are \$111,529.27. Special assessment reserves are at -\$13,591.45 (negative).

Property Manager's Report:

- Evans Redmond is going to come out and look at any cooling units for a small charge to each owner if they want. They're going to send out a mailer to all owners.

Old Business:

- **EFIS Work:** Coming along well. There have been a few minor issues with trash getting dumped and a fountain pump getting clogged up. Several neighbors have commented about what a good job the contractors are doing on this project. Geysu is going to work with Oscar on the plants/flowers in the front after the EFIS work is complete to make sure we take the best course possible with replanting everything this late in the summer. The EFIS work will be 100% complete in 2.5-3 weeks from today.
- **Bike rack cleanup:** No update at this time. We're going to look at this again after the EFIS work is done.
- **Fire Alarm System:** Grennell bid came back \$1000 higher than before. They said they were going to rebid it lower, instead it came back higher. Les is going to get new bids from 2 different companies.
- **Window Repair Bids:** Les is waiting for Apex to come over and give us a bid. Jason made a list of units that need work done on.

New Business:

- Fence Repair Bids: We have 2 bids currently. Geysu is going to try to get a lower bid from a separate contractor. We're going to wait until the EFIS job is complete before we do anything else.
- Carpet replacement: Waiting for the EFIS job to be complete before moving forward.

Adjournment: The meeting was adjourned at 7:36 p.m.

Matthew Williams
Secretary

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

September 8, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:35 p.m. Present were: Myles, Les, Christina, Jason, Matt, Geysu, and Bob. We have a Quorum tonight.

Approval of minutes: The August minutes have been approved.

Homeowners Forum:

Treasurer's Report:

- Delinquencies: There is only 1 delinquency. The amount receivable is \$16,308.45. The property is in foreclosure.
- Financials: Reserves are \$103,018.76. Special assessment reserves are at -\$25,427.60 (negative).

Property Manager's Report:

- Grinnell's bid has been tightened up again. We will discuss below.

Old Business:

- EFIS Work: We are withholding about \$20,000 until the work is complete. Currently we're waiting for a few punch list items to be resolved as well as the Z flashing and clean up.
- Some of the bikes have been removed. We'll try cleaning them up more after the EFIS work is complete.
- Fire Alarm bid from Grinnell is back down to \$3,300/year. This will take care of the service only.
- Window bids are all in. We will review soon.
- Fence repair bid is in. One bid is \$2900 using the existing pickets or \$4400 for the entire job with new pickets. Another bid is for \$1,870 to replace the lower 2 feet in fence support. This bid is only a patch job and it's not something we're interested in. We're going to move forward with the first bid and have the entire fence replaced for \$4400.
- The bids to repair to the security cameras are anywhere from \$385-\$595. We can also replace the cameras with a new system that is accessible via the Internet. That bid is around \$1800.

New Business:

- Rules and regulations: Les posted them on the board again. We are going to send a notice to all owners to review the rules and regulations and with the new door codes along with a message about tenants not being allowed to have pets. We will also proceed with enforcing the rules and regs according to our covenants and decs.

- We got a lighting bid to retrofit all our high energy lights and replace the bulbs with CFLs. The energy savings are about \$3800/year. The payback for the work is less than a year.

Adjournment: The meeting was adjourned at 8:14 p.m.

Matthew Williams
Secretary

“The Catalonian at Cherry Creek North” Association

**The Regular Monthly Board of
Directors Meeting held on
October 13, 2009 did not have
a quorum present so no
business was conducted.**

**The next Monthly Board
Meeting is currently scheduled
for November 10, 2009.**

THE CATALONIAN AT CHERRY CREEK NORTH BOARD MEETING

November 10, 2009

Board minutes

Call to order: Myles called the meeting to order at 6:35 p.m. Present were: Myles, Les, Christina, Jason, Matt, Geysu, and Lyle. We have a Quorum tonight.

Approval of minutes: The September minutes have been approved.

Homeowners Forum:

Treasurer's Report:

- Delinquencies: There are 2 delinquencies. 1 of the units is under contract. The total amount that will be collected for delinquencies will not be known until the unit closes. The other unit is catching up and is almost paid in full now.
- Financials: Reserves are \$77,391.89. Special assessment reserves are at -\$42,006.37 (negative).

Property Manager's Report:

- The fence repair is almost complete. They need to replace some of the pieces of wood that are split.

Old Business:

- Per the rules and decs; renters are not permitted to have pets living in the building.
- Carpet is ready to be ordered. We're going to schedule the carpet to be replaced in the spring. This way the current carpet can take the winter beating before we replace it.
- We're going to change the codes soon. Les is going to write up the notice we'll be sending to everyone.
- We're still waiting to get a bid on the window repairs.
- Unit #307 is going to be asked to pay \$500 for her new window which cost \$900.
- The lighting changeover is going great so far. We should save roughly \$4000/year in energy with this change.
- It will cost \$3000 to do a reserve study.
- There is no update on the bike rack clean up.
- Grinnell has lowered their bid for the Fire Alarm System Service.
- The new security cameras are in. They're still adjusting the settings to make the picture clearer.

New Business:

- We're going to start working on a budget for 2010.
- Our Comcast service is increasing by \$35/month.
- We need to get backflow testing done soon. Grinnell is going to do this in December.

Adjournment: The meeting was adjourned at 7:23 p.m.

Matthew Williams
Secretary

Catalonian at Cherry Creek North Condominium Homeowners Association

**December 2009 Minutes to be approved during
January 2010 Board Meeting.**