

**Record of Proceedings
Enclave at DTC Condominium Association
Board of Directors Meeting**

Monday, January 15, 2007

Approved

The regular meeting of the Board of Directors of the Enclave @ DTC Condominium Association was held at the clubhouse at 9202 E. Arbor Circle, Englewood, Colorado.

Call to Order

President Kaye Welch called the meeting to order at 7 PM. The following were present:

Kaye Welch, President

Michele Kunz, Vice President

Tracy McGee, Weststar Manager

Joel Storman, Director at Large

Open Forum

There were no homeowners present for open forum.

Minutes

A change was made to the November 20, 2006 minutes to read better. Motion by Michele to approve, second by Joel. Motion passed.

Financial Report

It was reported that the association operating account had \$8,882.20 in it at the end of December 2006. The reserves at the end of December 2006 had \$35,237.31 in the money market and \$200,438.18 in investment CDs. Delinquency was at \$9,121.18, up from November by \$67.26. The Association expenditures were \$12,589.71 over budget at year end. Motion by Michele to approve financial for audit, second by Joel. Motion passed.

Manager Report

Tracy McGee reported on the following:

- 9242-B foundation repairs are finished. Settled for \$20,000 in mediation.
- Tobey and Toro received answers from D.R. Horton and Sandra Hogue. They are attempting to set clear dates for trial.
- Legal counsel is finished reviewing the Association's governing documents, and their recommendations are included in the Board Packet.
- Delinquency was reviewed with the Board.
- Back to square one on the cottage sign bids. Cottage signs doubled original approved bid.
- Borne Engineering analysis proposal for the breezeway concrete and caulking is in packet.
- Insurance proposals – Travelers is enclosed, Peliton did not get their proposal in for the meeting. The proposal will be sent to the Board when it is received.
- Exercise equipment – spoke with Brian from KOS fitness, have set up tentative date of 2/17 & 2/24 to demonstrate use of equipment to owners and residents, am waiting for the cost on that will notify Board via e-mail or phone when information is received.

Unfinished Business

- Tree Care Bids – Swingle bid is \$2,031.50 + \$1,692.00 for clubhouse pines watering. Environmental Designs bid is \$4,147.00. Kaye recommended not doing the clubhouse pine care due to so much snow this winter. Manager was instructed to get feedback from Swingle when spring comes, find out if the trees are salvageable. Motion by Michele to accept Swingle bid & reevaluate clubhouse pines in spring, second by Joel. Motion passed.
- Fast Signs bid – Kaye and Tracy will meet with a representative from Fast Signs on the property to discuss the cottage signs and get a new bid.
- Concerns were brought up regarding the gutter repairs that if they were not completely cleaned out could the extra weight plus the weight of the ice cause damage. Manager to look into this with Roof & Gutter Guys. The contractor gave the Board a proposal in October 2006 for some gutter and downspout repairs. This proposal will be considered in the spring.
- Manager to get asphalt crack fill, seal coat and re-striping proposals by annual meeting.

New Business

- A bid from Environmental Design for new sod replacement by 9242-B for \$150 was presented to the Board. Motion by Michele to accept bid, second by Joel Motion passed.
- A proposal from Borne Engineering to analyze the breezeway concrete and caulking for \$5400 was presented for review. The concrete floors need to be waterproofed so the weather related water doesn't run down the walls causing water damage below. Motion by Michele to have Borne do observation and report cause and corrective resolution of water problems, second by Joel. Motion passed.
- Nothing to report on parking or dumpster enclosures.
- Barnes Logs – Board feels not getting good service from Barnes and lights still not working right. Motion by Michele to give Barnes 30 day notice and go back to D & J Lighting and use maintenance contractors for problems as they arise, second by Joel. Motion passed.
- Concerns regarding snow removal were brought up. Thoughts were that it was done inadequately. Kaye and Tracy will meet with Randy from Environmental Design on Wednesday 1/17 to show them were to put snow so it doesn't get placed in front of the dumpsters and exactly which walks were missed in the last storm.
- The Board decided not to provide winter watering for the winter.
- Annual meeting will be held on February 19, 2007, 7:00 p.m. at the clubhouse. There will be a short Board meeting at 6:30 preceding the Annual meeting to shore up any unfinished business.

Adjournment

There being no further business for discussion, the meeting was adjourned at 8:30 PM.

Respectfully submitted,
Tracy McGee, Weststar Management