

LIBERTY SQUARE TOWNHOME ASSOCIATION MINUTES

April 2022 BOARD MEETING

Wednesday, April 13, 2022

3:00 PM – 4:30 PM

Virtual

I. Present Board Members: Roberta (Bobbi) Dorry (2023) President and Secretary, Geoff Clarke (2023) Treasurer, John Adams (2023)

Dorman Management Representative: Sonja Hettle

2 homeowners were present during the meeting.

II. Homeowner Forum

III. Approval of Prior Meeting Minutes: March

a. Bobbi made a motion to approve the minutes, second by Geoff, all in favor. Motion carries unanimously.

IV. Reports

a. President's Report

i. Property spring cleaning was scheduled for next week.

any other HOA's not opening or having restrictions currently.

ii. Dorman services would be ending at the end of the April.

b. Treasurer/Financial Report

i. Operating funds, reserve funds and utilities were reviewed for January, February, and March. CSU contacted and confirmed that usage was in line.

- Operating funds-March: \$183,019.18

- Reserve funds- March: \$161,573.18

ii. Bobbi made a motion to approve the financials for January, February, and March, second by John, all in favor. Motion carries unanimously.

iii. PPB Bank account was reviewed by accounting. Discovered there was an entry error from the transition from Associa to Warren. This will be corrected and reflected on the April Financial.

c. Manager's Report

i. Number of violations/closed

ii. Work orders

iii. ACC requests- 1 on report but 2 currently open

d. Committee Reports-none

V. Ongoing Business

a. Update on Unit 61 restoration/Pest control. Bobbi made a motion to back bill homeowner in unit# 61 for previous \$200.00 remediation invoice, second by Geoff, all in favor. Motion carried unanimously.

VI. New Business

a. Ratify email votes (if necessary) AWOM April 5th.

i. Vote to change to Z and R management Bobbi made a motion , second by Geoff, all in favor. Motion carried unanimously.

b. Dorman request for payment adjustment for March and April and Contract Termination-Request denied by the board.

i. March billed, voted and approved for \$1,575 + minutes. Do not agree with increase to \$1,800 + minutes for April and board is not willing to pay more than the March fee.

c. Engineer Report for Stairwells and Concrete repair

i. Discussed Knott Laboratory repair plan. Knott will provide documents and BIDs as they are ready to review as well as documents needed to supply to Deck contractor to demand the decks be modified for an increased weight limit.

d. Trash Contract with Waste Connections

i. New 3-year agreement will match Infinity price of \$708. Concerns that the pricing can change during contract term. Infinity is month to month. Bobbi made a motion to decline signing a new 3-year contract with Waste Connections and to terminate the current contract at the end of the year and will provide a written 120-day notice. Second by John, all in favor. Motion carried unanimously.

e. Change order request Mitchell's Landscaping

i. Original pricing for island rock contract was \$5,884.24. Additional 3 1/2 tons of rock plus installation needed for a price change of \$1,019.38 for a new total of \$6,903.63. Bobbi made a motion to approve updated invoice second by John, approved by Geoff. All in favor, motion carried unanimously.

f. Pool Contract

i. Budgeted \$5,000 for service and repairs. Bobbi made a motion to hire Crystal Clear Pools with the stipulations to make on-site repairs of \$100 or less and for the total seasonal service not to exceed \$5,000. Approved to complete immediate pipe repair, service heater and clean heat exchanger. Vendor

will notify board and/or manager of any repairs needed exceeding \$100. Second motion made by John, all in favor. Motion carried unanimously.

g. Pool Gate Repairs

i. Glaser Steel bid tentatively approved with the stipulation to include a 3-year warranty and to expand the metal 6" to the top of the pool fence, specify 88" on one side of the gate, 46" on the other side and on top. Bobbi made a motion to approve, second by John, all in favor. Motion carried unanimously.

ii. Vendor needs contacted for proper vetting.

h. Pool Gate Lock

i. System Links bid tentatively approved with the stipulations of a 1-year warranty for parts and labor. Charge hourly

rate for service calls, not to charge for initial issue/trouble assessment and not to outsource the work. Bobbi made a motion, second by John, all in favor. Motion carried unanimously.

i. Unit #49 Olson Bill

i. Tabled for more information to be provided by Olson.

j. ACC requests moved to the end of the meeting.

k. Insurance Renewal

i. Bobbi made a motion to approve the American Family Insurance renewal policy for general liability and crime policy, second by John, all in favor. Motion carried unanimously.

l. ACC Requests

i. Front door replacement with a 6-panel door vs. a flat door. Bobbi made a motion to review what is stated in the By-Laws and CC&R's, second by John, all in favor. Motion carried unanimously. Rules and Regs to be updated at next board meeting.

ii. Request to keep Straw Privacy fence on balcony. Bobbi made a motion to decline and enforce covenants, second by John, all in favor. Motion carried unanimously.

VII. Executive Session-none

VIII. Next meeting scheduled is to be determined with new property manager, possibly May 18th, 2022 at 3:00pm but will send out notification to the community once new Manager Schedule is reviewed

Adjournment- 4:21pm