

FRENCH CREEK TOWNHOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MINUTES
April 21, 2021

The Board of Directors of The French Creek Townhome Association, Inc. was held on April 21, 2021, via teleconferencing.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Present for the Board of Directors were Tereasa Harsh, Kathryn Bibbey, Tim Wilkerson, Deborah Carney and Linda Hirschfeld. Representing Advance HOA Management was Dawn Bates, Community Manager.

II. OPEN FORUM

There were no owners present, and the following items were discussed:

- Plants being allowed on decks or patio railings.
- Asphalt repair needed and a possible seal coat bid for the entire community parking lot.
- New Par Office from Aurora Police.
- Having paint returned to the HOA that owners at borrowed to paint the building after repairs were complete.

III. GUEST PRESENT

The Manager introduced Kim Porter from Wizenburg the new HOA attorney and explained Kim was present at the meeting not only to meet the Board but answer any questions that might help with the parking situation in the community. The following items were discussed to include:

- Does an owner need to provide proof of a disability if they are requesting the HOA to allow a care giver to park in the visitor parking on a regular basis?
- Is the HOA obligated to allow the care giver permission to park in visitor parking overnight even though the care giver is not disabled and there is street parking nearby?
- Does a caregiver need to give a schedule?
- Kim suggested the Board revise the rules on parking to make it very clear without any question what the rules are on parking in the visitor parking areas. Kim offered to help, and the Board agreed.
- Possible Airbnb being advertised in a unit.
- Possible halfway house in a unit.

Kim stated she will look into the questions and provide the information to the Board when received. All questions were answered for now and Kim was thanked for joining the meeting.

IV. APPROVAL OF MINUTES

The Minutes from the January 27, 2021, Board of Directors meeting were presented. After reviewing the minutes and making a few corrections, Kathryn Bibbey made a motion to approve the minutes as corrected. Tereasa Harsh seconded the motion and the motion passed.

V. FINANCIALS

The Board reviewed the March 31, 2021, financials. There were a few questions concerning items that were over budget. The manager stated she will email the Board answers to their questions. In the meantime, the financials were approved, subject to audit.

VI. OLD BUSINESS

Light option by 4200 & 4220

The Board discussed the light options along the walkway between buildings 4200 and 4220. After a discussion, the Board made the decision not to pursue this item any longer due to the high costs. Kathryn Bibbey offered to purchase solar lights to install on the ground along the walkway to help provide some light in that area. Linda Hirschfeld made a motion to have Kathryn purchase some lights to install along the walkway. Kathryn Bibbey seconded the motion and the motion passed.

Paint & repair project next phase updated bid

The Board discussed the revised bid from WDR Construction to complete next building paint and repairs. After a discussion, Tereasa Harsh made a motion to accept the bid from WDR Construction to complete the paint and repair project in 2021. Kathryn Bibbey seconded the motion and the motion passed.

Follow up on parking

As discussed above, the Board agreed to have Kim Porter the new association attorney review the current parking rules and revise to make clear and define visitor parking.

4166 A Gutter building repairs

The Board discussed the bids received to date to repair the issue of the water draining behind the gutter at building 4166. After reviewing the information and discussing the situation, the Board made the decision to meet WDR Construction onsite to inspect the building and issues before deciding on the best solution and cost for the repairs. The Manager will set up a meeting with the Board and WDR Construction to inspect this issue.

Late/interest fees for delinquent accounts

The Board made the decision to start charging late/interest fees per the collection policy that have been on hold due to the Covid-19 situation. Late fees and interest will be accessed for payments received after May 10th per the collection policy.

VII. INTERIM BUSINESS

The following items were discussed to include:

- The decision to approve the repairs on the gutter and building at 4186 C was ratified.
- The decision to approve the interior water damage repairs to 4186 C was ratified.

VIII. NEW BUSINESS

Roof inspection & information

The Board reviewed the roof inspection information provided by Heritage Roofing and there were no questions. The Board will address any roof issues as they are presented and do needed repairs.

Onsite spring inspection

The Manager will send an email to the Board to set up the spring onsite inspection of the community.

2021 Projects

The only 2021 project discussed was the painting and repairs and asphalt repairs. If the Board would like additional projects completed, they will discuss via email.

Spring newsletter

The Manager stated she will start working on a spring and summer newsletter and requested the Board to send any articles they would like included.

IX. MANAGEMENT REPORT

The Management Report was presented, and the following items were discussed:

- Action Items – The report was discussed, and all questions were answered.
- Design Review Requests – The following requests were discussed:
 - 4136 C – Storm door request was approved.
- Violation Report – The violation report was discussed, and all questions were answered.
- Delinquent Report – The Board discussed the delinquent report and asked a few questions. The Manager will send an updated delinquent report with the answers to all questions.

X. NEXT MEETING DATE

The next Board meeting will be held on Tuesday, July 13, 2021, at 6:00 p.m. outside in the common area.

XI. ADJOURNMENT

With there being no further business, the meeting was adjourned at 8:30 p.m.

Submitted by Dawn Bates, Community Manager

THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD OF DIRECTORS ON THIS _____ DAY OF _____ 2021.

PENDING BOARD APPROVAL