

**SUNPOINTE AT LAKEWOOD ESTATES II CONDOMINIUM
ASSOCIATION, INC.**

**Meeting Minutes
February 13, 2017**

Irene LeVangie called the meeting to order at 6:30 PM February 13, 2017, at the Link Recreation Center, 1295 South Reed St., Lakewood, CO 80232.

Attending: Irene LeVangie, Ray Garcia, Helen Leach, and Brian Gadbery, Manager. Ron Fischer was not in attendance. Quorum was reached. Peggy Steele was also in attendance.

Irene LeVangie made a motion to approve the agenda as written. Ray Garcia seconded the motion. The motion carried unanimously.

Open Forum: None

Irene LeVangie made a motion to approve the January 10, 2017, meeting minutes with the addition of "Letters will be sent to each owner stating that a copy of the report will be provided on written request. If a request is received Mr. Fischer and Mr. Gadbery will make an appointment with the owner and present the findings to the owner." Ray Garcia seconded the motion. The motion carried unanimously.

Ray Garcia made a motion to approve the financial report; budget vs. actual, account balances, A/R report, check list, expense vs. revenue for January 2017, and reconciled bank statements were turned over to Ron Fischer prior to the meeting. Irene LeVangie seconded the motion. The motion carried unanimously.

SunPointe Common Maintenance will clean storm sewers and repaint loop road some time this spring/summer.

Irene LeVangie made a motion to submit draft Rules and Regulations updates to the Association's attorney at HindmanSanchez for review. Ray Garcia seconded the motion. The motion carried unanimously.

Management will confirm proposal to replace pool house toilets by next meeting.

5754 W. Asbury Place. Owner canceled inspection of ceiling stating Management did not get back to them promptly so scheduled something else. Management will review Association obligations and report finding to the Board.

5828 W. Atlantic Place. Air conditioning unit installed without acquiring permission from the Board or Permits from the City of Lakewood. The Board requested corrections in a letter dated August 10, 2016. The City of Lakewood signed off on the installation on January 10, 2017 after over 5 months. Covenant Violation is closed.

Irene LeVangie made a motion to appoint Peggy Steele to replace Mark Austin whose resignation was accepted in November 2016. Ms. Steele will serve out the remainder of Mr. Austin's two-year term,

which will expire at the Annual Meeting in 2018. Helen Leach seconded the motion. The motion carried unanimously.

Irene LeVangie made a motion to accept Hunter Engineering's report on 5823 W. Atlantic Place. Mr. Fischer and Mr. Gadbery will present the reports to the owner of the property upon the owners' request. Letters will be sent to the owner stating that a copy of the report will be provided on written request. If a request is received, Mr. Fischer and Mr. Gadbery will make an appointment with the owner and present the findings to the owner. The observations in the report should be corrected during patio replacement on building 6 in the spring of 2017. Helen Leach seconded the motion. The motion carried unanimously.

Irene LeVangie made a motion to accept Schulhoff Tree and Lawns' 2017 tree spraying proposal and chose the prepaid option for \$1,144.84. Helen Leach seconded the motion. The motion carried unanimously.

Irene LeVangie made a motion to accept J-N-J's proposal to replace damaged skylights at 5858 W. Asbury and 5868 W. Asbury and make repairs to five other existing skylights on building 35 for \$1,590. Peggy Steele seconded the motion. The motion carried unanimously.

Irene LeVangie made a motion to purchase an inspection camera not to exceed \$200 to determine what if any damage has been done by squirrels entering the fresh air vents on chimneys of the older style units. Ray Garcia seconded the motion. The motion carried unanimously.

The Board asked management to draft a letter for review, addressing an email from the daughter of the owner at 5734 W. Asbury Place parking concerns.

The Board asked management to draft a letter for review, addressing Mr. Christie's email regarding covenant violations of tenant's dog being left unattended on the patio and the dog pooping and peeing on the patio. Management noted another email address on the email, which appears to be the owners' attorney. After Board approves the letter the Association's attorney will be consulted prior to sending the letter to the owner.

Board approved initial draft of agenda for 2017 annual meeting. Board authorized the purchase of four \$25.00 gift cards from King Soopers to be given away to owners who attend the Annual meeting.

Helen Leach made a motion to approve the 2016 tax returns for both Federal and State. Ray Garcia seconded the motion. The motion carried unanimously.

Owner who has two dogs and is fostering a third was discussed. Owner could not make the meeting.

The Board approved request of Mr. Berkow at 5758 W. Atlantic Place to replace windows on the unit.

Next meeting March 14, 2017 at 6PM. Link Recreation Center

The meeting was adjourned at 8:15 PM.