

**North Court Residences, LLC**  
**Board Meeting Minutes**

**Date:** 12/16/2019

**Location:** Boulder Housing Partners, 4800 Broadway, Boulder, CO 80304

**In Attendance:** President/Treasurer, Ronnie Pelusio, Vice President (vacant); Mitzi Riddle, Secretary; Tim Beal; Paul DesRosiers; Amy Scott, Management. Bill Zimmerman resigned from the NCR Board in October.

**Call to Order:** The meeting was called to order by Ronnie Pelusio at approximately 4:33 p.m.

- 1) **Opportunity for guest homeowners to address the Board.**
  - a. None present
- 2) **Review of 10/17/2019 Meeting Minutes for approval.**
  - **MOTION: Approve prior meeting minutes; approved unanimously.**
- 2) **Financial and delinquency reports through November 30, 2019.**
  - a. We reviewed the balance sheet.
    - Total Liability & Capital is \$259,442.43. Of this there is \$26,545.34 in Operating account, and \$237,430.65 in Reserve account.
  - b. We reviewed the budget.
    - Total Operating Income YTD was \$206,975.33, above budget by \$2,541.96.
    - Total Operating Expense YTD was \$176,058.28, over budget by \$558.81.
    - HOA has a Net Operating Income YTD of \$30,917.05, compared to a budget of \$28,933.90, above budget by \$1,983.15.
  - c. Delinquencies.
    - Total of \$829 - Amy working with owners to clear up outstanding balances.
- 4) **Pending Business:**
  - a. **1400 Lee Hill Hand Rail** - Amy and Ronnie researched records, railing requirements and slope of sidewalk. Railing replacement is required because of the slope. Amy will coordinate replacement and small repair to concrete sidewalk in the spring.
  - b. **Roof Inspection / Potential Hail Claim** - Claim has been filed with Farmers Insurance. Anticipate inspection by adjuster in next 7 days, weather depending.
  - c. **Building Repairs** - Board members met with Tatras Builders on November 2, and with Melton Design on November 13. Have bid from Melton; waiting on estimates from Tatras and Lookout Renovations.
  - d. **No Smoking Policy** -29 responses to survey received. More discussion at January meeting.
- 5) **New Business:**
  - a. **2020 Draft Budget attached for consideration** - Review the draft budget for 2020
    - **MOTION: Approve a 10% increase to 2020 HOA dues; approved unanimously.**
  - b. **Insurance** - Farmers Insurance renewing master policy annual premium of \$22,783, 24% higher than 2019; estimate from State Farm was \$43,550. Amy to pursue additional bid(s) via insurance broker.
  - c. **Parking Issues** - Amy will provide notice with assigned parking space in Annual Meeting mailer to help with parking space confusion.
  - d. **Building Signage** - Some residents have expressed concern with packages being delivered to wrong address and building addresses difficult to locate. More research to be done on

on this matter in 2020.

- e. **Prepare for Annual Meeting -**
- f. **Other New Business -** None at this time.

6) **Next Meeting Date:** January 23, 2020: NCR Board meeting at 4:30 p.m.; Annual Meeting at 5:30 p.m.

7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 6:34 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

\_\_\_\_\_  
Mitzi Riddle, Secretary

December 16, 2019

\_\_\_\_\_  
Date

**North Court Residences, LLC  
Board Meeting Minutes**

**Date:** 10/17/2019

**Location:** Boulder Housing Partners, 1175 Lee Hill Rd, Boulder, CO 80304

**In Attendance:** Bill Zimmermann, President/Treasurer; Mitzi Riddle, Secretary; Ronnie Pelusio; Paul DesRosiers; Amy Scott, Management.

**Absent:** Tim Beal

**Call to Order:** The meeting was called to order by Bill Zimmermann at approximately 6:07 p.m.

- 1) **Opportunity for guest homeowners to address the Board.**
  - a. Kristen DesRosiers joined the Board for tonight's meeting.
- 2) **Review of 7/30/2019 Meeting Minutes for approval.**
  - **MOTION:** Approve prior meeting minutes; approved unanimously.
- 2) **Financial and delinquency reports through September 30, 2019.**
  - a. We reviewed the balance sheet.
    - Total Liability & Capital is \$263,627.43 - \$56,266.10 in Operating account and \$207,631.33 in Reserve account.
  - b. We reviewed the budget.
    - Total Operating Income YTD was \$112,861.69, above budget by \$1,936.67.
    - Total Operating Expense YTD was \$87,804.51, under budget by \$4,752.11.
    - HOA has a Net Operating Income YTD of \$35,171.37, compared to a budget of \$22,450.69, above budget by \$12,720.68
  - c. Delinquencies.
    - Total of \$643
- 4) **Pending Business:**
  - a. **1400 Lee Hill Hand Rail** - Amy will do further research to determine whether railing needs to be replaced by Code. If so, Amy will contact Lookout Maintenance to schedule replacement/repair.
  - b. **Roof Inspection / Potential Hail Claim** - Roof assessments have been performed by Premier Roofing, Cave Consulting and Heritage Roofing. Based on these assessments, board will proceed with filing an insurance claim for roof replacement.
  - c. **Rules** - Reviewed the latest draft to NCR Rules & Regulations document. Suggested minor changes. Amy to modify.
  - d. **Building Repairs** - Lookout Renovation assessed deteriorating window trim in need of repair. Amy to obtain 3 bids for repairs to and potentially painting of 1575 Zamia Bldg.
  - e. **No Smoking Policy** - Questionnaire was sent out to owners in mid-October for the purpose of gauging the community's interest in a no-smoking policy. Board will review responses at December meeting.
- 5) **New Business:**
  - a. **Landscape Maintenance** - Smaller crew but contractor is staying with budget. Weeding continues to be a challenge.

- b. **Tree Maintenance** - Left Hand Tree & Nursery completed pruning and trimming in September and has proposed additional \$980 of winter shrub regeneration work.
  - **MOTION: Approve going forward with winter shrub regeneration work; approved unanimously.**
- c. **Irrigation** - Lutter drained system 10/8; complete blowout week of 10/14.
- d. **Fire Alarm Panel Tests** - completed by Trident in late September; Fire Sprinklers tested 10/17; bid for \$499 in repairs at 1620 and 1530 Bldgs.
  - **MOTION: Authorize the spending of up to \$499 in Fire Alarm Repairs; approved unanimously.**
- e. **Snow Removal** - Jack Frost Snow Removal service renewed at same rates as 2018-19.
- f. **Other New Business** - None at this time.

6) **Next Meeting Date:** December 12, 2019

7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 8:59 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

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Mitzi Riddle, Secretary

October 17, 2019  
Date

**North Court Residences, LLC  
Board Meeting Minutes**

**Date:** 7/30/2019

**Location:** Boulder Housing Partners, 1175 Lee Hill Rd, Boulder, CO 80304

**In Attendance:** Bill Zimmerman, President/Treasurer; Mitzi Riddle, Secretary; Tim Beal; Ronnie Pelusio; Amy Scott, Management.

**Call to Order:** The meeting was called to order by Amy Scott at approximately 5:10 p.m.

- 1) **Opportunity for guest homeowners to address the Board.**
  - a. Paul DesRosier and Kristen Wheeler from 1575 #1 attended the meeting.
- 2) **Review of 4/11/19 Meeting Minutes for approval.**
  - **MOTION: Approve prior meeting minutes, approved unanimously.**
- 2) **Financial and delinquency reports through June 30, 2019.**
  - a. We reviewed the balance sheet.
    - Total Liability & Capital is \$253,442.81 - \$46,151.91 in Operating account and \$207,290.90 in Reserve account.
  - b. We reviewed the budget.
    - Total Operating Income YTD was \$112,861.69, above budget by \$1,936.67.
    - Total Operating Expense YTD was \$87,804.51, under budget by \$4,752.11.
    - HOA has a Net Operating Income YTD of \$25,057.18, compared to a budget of \$18,368.40, above budget by \$6,688.78.
  - c. Delinquencies.
    - A few owners have minor outstanding balances due to owners paying last year's payment amount, which increased as of February 2019. Reminders have been sent.
- 4) **Pending Business:**
  - a. **Car Accident at 1400 Lee Hill #7** - car slid into hand rails and broke them. Bid provided to vehicle owner's insurance; just received payment of \$2,255 for damages.
    - **MOTION: Approve Lookout Construction's bid to fully replace concrete sidewalk sections and re-set hand rail, approved unanimously.**
  - b. **Roof Inspection / Potential Hail Claim** - Cave Consulting inspected roofs. Discuss next steps including obtaining additional bids from other roofing companies. Amy to pursue.
- 5) **New Business:**
  - a. **Board Vacancy due to Nola Chow selling her condo on May 31** -
    - **MOTION: Appoint Paul DesRosier, owner of 1575 #1, to fill board vacancy for a term through the January 2020 Annual Meeting, approved unanimously.**
  - b. **Rules** - Review and discuss draft of Community Rules, adopted from Covenants.
  - c. **Building Repairs** - Discuss concern about deteriorating trim around windows, framing, water damage, etc. Amy will obtain bids from contractors to address repairs/ replacement and/or to schedule to a walk-through with Board.
  - d. **No Smoking Policy** - Request from 1575 Zamia #1 to consider amending covenants to prohibit smoking of all kinds in North Court. A discussion ensued.
  - e. **Weeding, Trees and Property Maintenance** - Discuss concerns about weeds in neighborhood. The Garden Keeper is aware of issue and bringing someone on board to pull weeds. Left Hand Tree and Nursery will be trimming all alley trees/shrubs in next 7-10 days.
  - f. **Other New Business** - None at this time.

6) **Next Meeting Date:** October 10, 2019

7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 7:33 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

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Mitzi Riddle, Secretary

July 30, 2019  
Date

**North Court Residences, LLC**  
**Board Meeting Minutes**

**Date:** 4/11/2019

**Location:** Boulder Housing Partners, 1175 Lee Hill Rd, Boulder, CO 80304

**In Attendance:** Bill Zimmerman, President/Treasurer; Mitzi Riddle, Secretary; Tim Beal; Nola Chow; Amy Scott, Management.

**Absent:** Ronnie Pelusio, Vice President

**Call to Order:** The meeting was called to order by Amy Scott at approximately 6:05 p.m.

- 1) **Opportunity for guest homeowners to address the Board.**
  - a. None present.
- 2) **Review of 1/14/19 Meeting Minutes for approval.**
  - **MOTION: Approve prior meeting minutes, approved unanimously.**
- 2) **Financial and delinquency reports through March 31, 2019.**
  - a. We reviewed the balance sheet.
    - Total Liability & Capital is \$243,196.04 - \$36,043.65 in Operating Acct and \$207,152.39 in Reserve Acct.
  - b. We reviewed the budget.
    - Total Operating Income YTD was \$57,566.27, above budget by \$2,746.26.
    - Total Operating Expense YTD was \$42,617.35, over budget by \$449.54.
    - HOA has a Net Operating Income YTD of \$14,948.92, compared to a budget of \$12,652.20, above budget by 2,296.72.
  - c. Delinquencies.
    - Only 3 minor outstanding balances due to owners paying last year's payment amount, which increased as of February 2019. Reminders have been sent.
- 4) **Pending Business:**
  - a. **FHA Approval** - No updates. Units are selling despite no FHA approval.
  - b. **Roof/Drain Pipe Issues** - Pipe issues are causing leaks at Zamia units 1495 #5 and 1515 #6. Planet Plumbing doing repairs.
  - c. **Gutter / Siding** - Lookout Maintenance doing repairs on 2 units at 1400 #3 and 1495 #2.
  - d. **Car Accident at 1400 Lee Hill #7** - car slid into hand rails and broke them; no other damage. Amy working on coordinating rail repair.
  - e. **Request to Install AC at 1400 Lee Hill #3** - Suggest alternate location for the compressor.
- 5) **New Business:**
  - a. **Roof Inspection** - Hail damage identified throughout community from June 19, 2018 hail storm. Premier Roofing to present to Board at this meeting.
  - b. **Grounds Maintenance** - Lutter Landscaping turning on irrigation 3rd week of April; The Garden Keeper will continue plant bed maintenance; MR Lawns will mow lawns at same rate as last year.
  - c. **Rules** - Discuss drafting a "Rules" document for the Association that could be provided to renters and owners. Amy will work on this.
  - d. **Other New Business** - None at this time.

6) **Next Meeting Date:** July 11, 2019

7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 8:04 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

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Mitzi Riddle, Secretary

April 11, 2019  
Date

**North Court Residences, LLC  
Board Meeting Minutes**

**Date:** 1/14/2019

**Location:** Boulder Housing Partners, 4800 Broadway, Boulder, CO 80304

**In Attendance:** Bill Zimmerman, President/Treasurer; Mitzi Riddle, Secretary; Tim Beal; Ronnie Pelusio; Nola Chow; Amy Scott, Management.

**Absent:** None

**Call to Order:** The meeting was called to order by Bill Zimmerman at approximately 8:14 p.m.

**1) Election of Officers**

Bill Zimmerman - President and Treasurer  
Ronnie Pelusio - Vice President  
Mitzi Riddle - Secretary  
Tim Beal, Nola Chow - Members at-large

**3) Schedule of Board Meetings**

All meetings to be held at Boulder Housing Partners, 4800 Broadway, Boulder, CO 80304.  
1<sup>st</sup> Quarter, Thursday, April 11, 2019, 5:30 p.m.  
2<sup>nd</sup> Quarter, Thursday, July 11, 2019, 5:30 p.m.  
3<sup>rd</sup> Quarter, Thursday, October 10, 2019, 5:30 p.m.  
4<sup>th</sup> Quarter, Thursday, December 12, 2019, 5:30 p.m.

**2) Board and management email list:**

Amy Scott [rdpm.amyscott@gmail.com](mailto:rdpm.amyscott@gmail.com)  
Bill Zimmermann [beezie64@gmail.com](mailto:beezie64@gmail.com)  
Ronnie Pelusio [ronnie@pel-ona.com](mailto:ronnie@pel-ona.com)  
Mitzi Riddle [mitzij29@gmail.com](mailto:mitzij29@gmail.com)  
Tim Beal [bealt@boulderhousingpartners.org](mailto:bealt@boulderhousingpartners.org)  
Nola Chow [nc2347@gmail.com](mailto:nc2347@gmail.com)

**2) Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 8:28 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

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Mitzi Riddle, Secretary

January 14, 2019  
Date

**North Court Residences, LLC  
Annual Members Meeting Minutes**

**Date:** 1/14/2019

**Location:** Boulder Housing Partners, 4800 Broadway, Boulder, CO 80304

**In Attendance:** Bill Zimmerman, President/Treasurer; Mitzi Riddle, Secretary; Tim Beal, Ronnie Pelusio; Nola Chow; Amy Scott, Management.

**Absent:** None

**Call to Order:** The meeting was called to order by Bill Zimmerman at approximately 7:03 p.m.

1. **Registration, Introductions, Determination of a Quorum (10%).**  
*25 units represented achieving a quorum.*
2. **Past Year Highlights and Upcoming Projects**
3. **Overview of Association Insurance & New Policy**
3. **Amy Scott's Report on Association's Financial Status -** *Amy Scott reviewed the Association's financial standing and provided a summary of the NCR balance sheet for 2018 and proposed budget allocations for 2019.*
4. **Ratification of board-approved 2019 budget -** *per Article 9.3 of the governing documents, the budget is ratified unless 80%, or 62 unit owners, reject the budget.*
5. **General Discussion**
6. **Nominations and Votes for Three Board Positions**
  - a. Tim Beal, Ronnie Pelusio and Nola Chow's terms expire at this meeting; Bill Zimmerman's term expires in 2020; Mitzi Riddle's term expires in 2021.  
**Motion:** Re-elect Tim Beal, Ronnie Pelusio and Nola Chow to the Board. Motion to re-elect the slate approved unanimously.
7. **Adjournment:** There being no further business to come before the annual meeting, the motion was made, seconded, and unanimously carried to adjourn at approximately 8:13 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

\_\_\_\_\_  
Mitzi Riddle, Secretary

January 14, 2019  
Date

**North Court Residences, LLC  
Board Meeting Minutes**

**Date:** 1/14/2019

**Location:** Boulder Housing Partners, 1175 Lee Hill Rd, Boulder, CO 80304

**In Attendance:** Bill Zimmerman, President; Mitzi Riddle, Secretary; Tim Beal; Ronnie Pelusio; Nola Chow; Amy Scott, Management.

**Absent:** None

**Call to Order:** The meeting was called to order by Bill Zimmerman at approximately 6:07 p.m.

- 1) **Opportunity for guest homeowners to address the Board.**
  - a. None present.
- 2) **Review of 11/5/18 Meeting Minutes for approval.**
  - **MOTION:** Approve prior meeting minutes, approved unanimously.
- 2) **Financial and delinquency reports through December 31, 2018.**
  - a. We reviewed the balance sheet.
    - Total Liability & Capital is \$226,410.14.
  - b. We reviewed the budget.
    - Total Operating Income YTD was \$208,881.20, over budget by \$1,541.20.
    - Total Operating Expense YTD was \$176,980.84, over budget by \$2,923.68.
    - HOA has a Net Operating Income YTD of \$31,900.36, compared to a budget of \$33,282.84, under budget by 1,382.48.
  - c. Delinquencies.
    - None
- 4) **Pending Business:**
  - a. **Insurance** -via unanimous email vote on December 11, 2018, the Board approved Farmers Insurance bid, effective January 1, 2019. Annual Farmer's policy is \$18,608. Other 2 bids were for \$33,266 and \$58,135.
  - b. **2019 Budget** - via unanimous email vote on December 11, 2018, the Board approved a 7.5% increase in HOA fees effective February 1, 2019.
  - c. **FHA Approval** - A new vendor is working on FHA compliance for HOA. Amy will follow up before Spring board meeting.
  - d. **Ice Damming Mitigation** - Colorado Roofing and Alpine Gutters have provided suggestions (heat tape, etc.) but no quotes. Black Roofing to provide assessment.
  - e. **Noise Issue 1400 Lee Hill** - repairs done to furnace have reduced noise somewhat.
- 5) **New Business:**
  - a. **Winter Watering** - Amy coordinating for newly planted trees.
  - b. **Gutter / Siding** - Amy scheduling repairs with Lookout Maintenance - 1400 #3; 1495 #2.
  - c. **Dumpster Sweeping** - New person will sweep enclosures stairways in 2019.
  - d. **City of Boulder's light ordinance** - Need to verify that North Court is in compliance.
  - e. **Dog Poop** - Letters going out to owners to address the increase in complaints.
  - f. **Other New Business** - None at this time.
- 6) **Next Meeting Date:** January 14, 2019

7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 6:59 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

**Signature** (for approved minutes only)

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Mitzi Riddle, Secretary

January 14, 2019  
Date