

AGENDA

NORTH COURT RESIDENCES BOARD MEETING

December 5, 2016

A) Opportunity for guest homeowners to address Board

B) Approve October meeting minutes

C) Financial and delinquency reports

As of 11/30/2016 the HOA has \$54,496.86 in the operating account and \$126,645.03 in the reserve account, for a total cash position of \$181,141.89. The HOA has a net operating income of \$22,203.12, which is \$1302.24 short of the budgeted amount of \$23,505.36. Approximately \$50,000 will be transferred from Operating to Reserves this month.
4 owners are delinquent, totaling \$1174, one was an issue at closing, now resolved with Title Co.

D) Pending business:

1) **Re-striping of parking spaces** – Budget and plan for spring 2017

2) **Touch up Painting** – Cal's Painting, in process

3) **Short Term Rentals** – Amy continuing to monitor for STR use in North Court

E) New Business

1) **Short Term Rentals** North Court's 2014 amendment attached here, along with City rules. Need to clarify if owner-occupied homes are allowed to conduct short-term rentals.

2) **Parking Issues** at North Court / Holiday Neighborhood due to construction

3) **2017 Draft Budget** attached here for consideration, using 5% increase, resulting in \$7-\$12/mo/unit or \$154-\$250/unit, and \$31,557 contributed to Reserves.
Note: A 3% increase would result in \$4-\$7/mo/unit or \$151-\$245/unit, and \$28,257 contributed to Reserves

4) **Board Positions** Bill Zimmermann's and Jim Walker's terms are up for election/re-election at January annual meeting.

5) **Annual Mailing** to Members will include proxy, budget, information on water heater installation, reminders about pets, water usage, parking and short term rentals.

Desire for guest speaker at Annual Meeting such as Armory representative to explain project? Fire Sprinkler tech to explain systems and value? Homeless Shelter rep to discuss interactions? Insurance Agent to explain and verify insurance coverages?

F) Open to discussion

G) Annual Meeting scheduled for January 9, 2017

Holiday Master Association Annual Meeting scheduled for January 11, 2017

H) Adjourn

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

Date: 10/24/2016

Location: Amante Coffee, 4580 Broadway, Boulder, CO 80304

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

Absent: Jim Walker, Vice President; Tim Beal

Call to Order: The meeting was called to order by Bill Zimmermann at approximately 6:10 p.m.

1) **Opportunity for guest homeowners to address Board.**
None present.

2) **Review of 7/18/16 meeting minutes for approval.**
Motion: Approve prior meeting minutes, approved unanimously.

3) **Financial and delinquency reports through September 30, 2016.**
A. We reviewed the balance sheet.
• Total Liability & Capital is \$173,819.49.
C. We reviewed the budget.
• Total Operating Income YTD was \$1,785.89 over budget.
• Total Operating Expense YTD was over budget by \$2,771.11, largely due to plant bed maintenance, routine landscape and fire/sprinkler maintenance.
D. 3 delinquencies - totaling \$466.00. Amy has discussed with unit owners and anticipates receiving all payments in full soon.

4) **Pending Business:**
a. **Re-striping of parking spaces** - Postponed until Spring 2017.
b. **Trees** - Fred B. did summer pruning; Amy will request he check and monitor several trees in the community, including several Apple trees. Prefers planting in the Spring.
c. **Gutter Cleaning for lower level and garage gutters** - Complete.
d. **Touch up Painting** - Scheduled to be done by November 2, 2016.
e. **Plant Bed Maintenance** - hours

5) **New Business:**
a. **Short Term Rentals** - Some units are using AirBnB for short-term rentals. HOA policy is 30-day minimum. Amy will notify/remind the owners of the policy. NCR Board to investigate current policy and potentially harmonizing HOA rules with City of Boulder rules.
b. **FHA has updated some condo requirements** - Amy talking to law firm Hindman Sanchez to review the current requirements. Waiting for an update.
c. **Installation of Hot Water Heaters & Furnaces** - Requires owners to receive a permit from City of Boulder to replace hot water heaters and furnaces. Amy will send out notification to owners.

6) **Next meeting scheduled for 12/05/2016**

7) **Annual meeting scheduled for 01/09/2017**

- 8) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 7:02 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

Signature (for approved minutes only)

Mitzi Riddle, Secretary

October 24, 2016
Date

AGENDA
NORTH COURT RESIDENCES BOARD MEETING
October 24, 2016

- A) Opportunity for guest homeowners to address Board**
- B) Approve July meeting minutes**
- C) Financial and delinquency reports**
As of 9/30/2016 the HOA has \$47,227.36 in the operating account and \$126,592.13 in the reserve account, for a total cash position of \$173,819.49. The HOA has a net operating income of \$14,993.62, which is \$985.22 short of the budgeted amount of \$15,918.84. Three owners are delinquent, totaling \$466)
- D) Pending business:**
 - 1) Re-striping of parking spaces** – Obtaining bids and availability from Colorado Action Striping, Stripe Right, and Longmont Sweeping and Striping. (Superior Aggregates bid from last year was \$628)
 - 2) Trees** – Summer pruning completed by Berkelhammer. Fred B. recommended Todd Huston of Left Hand Tree and Landscape for replanting. Todd says spring planting is best for tree and for quality stock. Pricing is about \$700-\$850 per tree, depending on species. Need to include money in 2017 budget.
 - 3) Gutter Cleaning for garage and first story gutters completed by Full Circle Home Services**
 - 4) Touch up Painting** – Amy generated list from resident feedback. Cal's Painitng is finishing large project, says touch up will be done by November 2.
 - 5) Plant Bed Maintenance** – hours on weed control have impacted budget.
- E) New Business**
 - 1) Short Term Rentals – some units are using AirBnB.**
 - 1480 #3** – 9 month lease, owners back in winter
 - 1575#1** - owner has listed, had a 3 month lease, property still on AirBnB, owner notified in August, sending letter now.
 - 1400#2** – owner listing on AirBnB. Amy spoke to him, he says he has not reservations and will stop.
 - 2) FHA has updated some condo requirements**, may be favorable for North Court.
 - 3) Installation of Hot Water Heaters & Furnaces** – requires permit, notify owners
- F) Open to discussion**
- G) Next meeting scheduled for December 5, 2016.**
Annual Meeting scheduled for January 9, 2017.
- H) Adjourn**

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

Date: 7/18/2016

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

In Attendance: Bill Zimmermann, President/Treasurer; Jim Walker, Vice President; Mitzi Riddle, Secretary; Nola Chow; Amy Scott, Management.

Absent: Tim Beal; Ronnie Pelusio

Call to Order: The meeting was called to order by Bill Zimmermann at approximately 6:25 p.m.

- 1) **Opportunity for guest homeowners to address Board.**
None present.
- 2) **Review of 4/18/16 meeting minutes for approval.**
Motion: Approve prior meeting minutes, approved unanimously.
- 3) **Financial and delinquency reports through June 30, 2016.**
 - A. We reviewed the balance sheet.
 - Total Liability & Capital is \$172,447.82.
 - C. We reviewed the budget.
 - Total Operating Income YTD was \$5,416.51 over budget.
 - Total Operating Expense YTD was under budget by \$5,807.29.
 - D. 3 delinquencies - totaling \$982. Amy has discussed with unit owners and anticipates receiving all payments in full soon.
- 4) **Pending Business:**
 - a. **Citywide Bank account** - Account was closed out in April 2016; \$68,430.91 was transferred into First National Bank Savings Account.
 - b. **Re-striping of parking spaces** - Amy in the process of obtaining bids from 3 vendors.
 - c. **Berkelhammer Tree** - Summer pruning to be done in next 2-3 weeks; re-planting to replace lost trees to be done in September.
 - d. **Gutter Cleaning for lower level and garage gutters** - Bid from Full Circle Home Services has been approved. Work to be done week of July 25.
 - e. **Cal's Painting** - Amy to send notice to NCR owners to solicit information about areas that need touch up painting. Cal's Painting will do the work in August.
- 5) **New Business:**
 - a. **Plant Bed Maintenance** - Amy is coordinating with Lutter Landscaping and Mo/The Garden Keeper on issues with irrigation.
 - b. **Weed Control** - Amy recommended a subcontractor to assist Mo/The Garden Keeper with weed control at a lower hourly rate.
 - c. **FHA may be changing requirements for condos** - will continue to monitor.
- 6) **Next meeting scheduled for 10/17/2016**
- 7) **Adjournment:** There being no further business to come before the board, the motion was made, seconded, and unanimously carried to adjourn at approximately 7:07 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

Signature (for approved minutes only)

Mitzi Riddle, Secretary

July 18, 2016

Date

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

Date: 4/18/2016

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

In Attendance: Bill Zimmermann, President/Treasurer; Jim Walker, Vice President; Mitzi Riddle, Secretary; Tim Beal; Ronnie Pelusio; Amy Scott, Management.

Absent: Nola Chow

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 Board.**
None present.

2) **Review of 2/1/16 meeting minutes for approval.**
Motion: Approve prior meeting minutes, approved unanimously.

3) **Financial and delinquency reports through Mar 31, 2016.**
A. Consolidation of bank accounts.

Motion: Approve the closing of the Citywide checking account and move the funds to 1st National Savings bank account, consolidating these funds. Jim Walker appointed to manage this process.
Approved unanimously.

B. We reviewed the balance sheet.

- Total Liability & Capital is \$173,167.28.

C. We reviewed the budget.

- Total Operating Income YTD was \$4,165,88 over budget.
- Total Operating Expense YTD was under budget by \$9,143.35.

D. 1 delinquency - \$237 total.

4) **Pending Business:**

- a. Re-striping of parking spaces - Obtaining new bids from other contractors.
- b. Dumpster enclosure at 1480 - post and gate have been repaired. Painting and gutter repair (damaged by Western Disposal) will be completed month of April.
- c. Carpentry repairs at 1515 Zamia #1 - KDT Construction has completed.
- d. 2 Mailbox replacements - scheduled, not yet completed.
- e. Parking issue at 1400 Lee Hill - confusion over spaces with new residents. Issue has been resolved satisfactorily.

5) **New Business:**

- a. Storm Damaged trees - Berkelhammer charged \$315 to clean up storm damaged trees.
- b. Spring landscape clean up - The Garden Keeper - Transplanting some material; removing plants encroaching not the sidewalk.
- c. Determine re-planting of trees in certain areas - working with Berkelhammer to remove and replace as necessary and as budget allows.
- d. Painting touch ups - spring walk through with Cal's Painting to create list - schedule this for early May.
- e. Gutter cleaning - obtain bids from Alpine Gutter and Full Circle Home Services for one-time as well as regularly-scheduled cleaning of lower-story and garage gutters.

6) **Next meeting scheduled for 7/18/2016**

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

Mitzi Riddle, Secretary, recorded these minutes.

Signature (for approved minutes only)

Mitzi Riddle, Secretary

Apr 18, 2016

Date

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

Date: 2/1/2016

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

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

Absent: Nola Chow

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%).**
Homeowners present: Mary Angel; Kate Waller; Tara Allgood. 31 units represented achieving a 10% quorum.
2. **Past Year Highlights**
Landscape improvements and plant bed maintenance were done in 2015.
Touch ups to 2014 Painting project were done in 2015.
3. **Amy Scott's Report on Financial Status**
Amy Scott reviewed the Association's financial standing and provided a summary of the NCR balance sheet for 2015 and proposed budget allocations for 2016.
4. **Ratification of board-approved 2016 budget**
Motion: Approve board recommended budget. Approved unanimously.
5. **General Discussion**
 - a. Dog poop problem. Discussion on placing signage from the City and bag dispensers.
 - b. Snow removal. Concerns expressed about leaving paths from sidewalk to street, and ice removal, particularly on Lee Hill (northside) of complex).
 - c. Painting. Further touchup to be done in 2016 as part of 2014 project.
6. **Nominations and Votes for Three Board Positions**
 - a. Tim Beal, Ronnie Pelusio and Nola Chow's terms expire at this meeting; Bill Zimmerman and Jim Walker's terms expire in 2017. Mitzi Riddle's term expires in 2018.
Motion: Nominate Tim Beal, Ronnie Pelusio and Nola Chow to the Board. Nominations 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 7:59 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

Signature (for approved minutes only)

Mitzi Riddle, Secretary

Feb. 1, 2016
Date

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

Date: 2/1/2016

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

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

Absent: Nola Chow

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%).

Homeowners present: MaryAngel Fedrizze; Kate Waller; Tara Allgood. 31 units represented achieving a 10% quorum.

2. Past Year Highlights

Landscape improvements and plant bed maintenance were done in 2015.
Touch ups to 2014 Painting project were done in 2015.

3. Amy Scott's Report on Financial Status

Amy Scott reviewed the Association's financial standing and provided a summary of the NCR balance sheet for 2015 and proposed budget allocations for 2016.

4. Ratification of board-approved 2016 budget

Motion: Approve board recommended budget. Approved unanimously.

5. General Discussion

- a. Dog poop problem. Discussion on placing signage from the City and bag dispensers.
- b. Snow removal. Concerns expressed about leaving paths from sidewalk to street, and ice removal, particularly on Lee Hill (northside) of complex).
- c. Painting. Further touchup to be done in 2016 as part of 2014 project.

6. Nominations and Votes for Three Board Positions

- a. Tim Beal, Ronnie Pelusio and Nola Chow's terms expire at this meeting; Bill Zimmerman and Jim Walker's terms expire in 2017. Mitzi Riddle's term expires in 2018.

Motion: Nominate Tim Beal, Ronnie Pelusio and Nola Chow to the Board. Nominations 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 7:59 p.m.

Mitzi Riddle, Secretary, recorded these minutes.

Signature (for approved minutes only)

Mitzi Riddle, Secretary

Feb. 1, 2016
Date