

Hiland Hills Townhouse Owners Association, Inc.  
A Not-for-Profit Corporation

Board of Directors' Meeting

January 26, 2021

Held Virtually from the Associations Office

1. Board Members Present: Dmitry Gall, Rick Smith, Tony D'Angelo, Andrea Andrews, Michael Dunlap, Caryl Buckstein, Michael Gradis
2. Others Present: Brad Smock, Association Manager
3. Home Owners Attending: Eric Ericson, Jane Hull, Paul and Rachel Sanchez, Dianne Brown, Stacey Knopik, Erin Erhardt
4. Dmitry Gall called the meeting to order at 7:01 pm
5. November 2020 Meeting Minutes were approved. Michael Dunlap made a motion to approve and Caryl Buckstein second motion
6. Brad Smock did not have the management report prepared for the meeting. Dmitry Gall requested he complete that and email to the Board and meeting attendees
7. The Financial Report was presented by Tony D'Angelo. Michael Dunlap made a motion to approve, Andrea Andrews second the motion.
8. Brad Smock provided an update on the Insurance claim/Lawsuit. He disclosed that he had been deposed by the insurance companies attorney for 7 hours in December 2020 and Derek and Jason from Impact Claims Service, the President of Weathersure and a roofer whom provided a bid to Impact Claims for the roofs in the lawsuit to be replaced and brought up to code were also deposed.
9. Building B's xeriscaping project was completed in December 2020
10. A Unit Owner submitted the proper paperwork and has requested permission to replace their sliding glass door. Dmitry Gall made a motion to approve. Tony D'Angelo seconds the motion. Request is approved.
11. A bid to replace the small mailbox door where the lock is located which was bent and damaged and needs replaced was submitted. Caryl Buckstein made a motion to approve the bid. Michael Dunlap seconds the motion. The replacement door bid was approved.
12. Brad Smock presented a single bid to the Board for the resurfacing of the pool to see if the cost was in an acceptable range. Board requested to continue and obtain 2 more bids for the pool resurfacing for the March meeting.
13. A home owner emailed a request to the Board requesting that the Board approve hiring an outside pet waste removal company to come and remove pet waste that animal owners may not have picked up from the property. Tony D'Angelo made a motion to deny this request. Andrea Andrews second the denial. Request denied.

14. Bids were presented for 2 different types of ride on snow removal machines with sidewalk size plow attachments and one of the machines could also attach a snow brush to the front. Board denied the request to purchase as the price was too high. Andrea Andrews volunteered to research other types of snow removal machines that would not be so cost prohibited.
15. Dmitry Gall requested that Brad Smock send receipts for his personal costs to replace his tools which were stolen in the office break in.
16. A discussion was held regarding increasing the starting wage for grounds/maintenance person to \$16.00 to \$20.00 depending on experience so the Association can attract and retain maintenance help. All Board members agreed. Andrea Andrews volunteered to place employment ads on several sites.
17. A discussion was had regarding upgrading security cameras for the clubhouse since the system was stolen during the office break in and possibly installing wireless cameras throughout the community. Tony D'Angelo stated he has a contact in that field and he would arrange a meeting with that person and the Board.
18. During the Homeowner Forum, Eric Ericson spoke about how he feels the Board should annually raise owner assessments to at least keep up with inflation, agreed with raising the wage for a maintenance person and felt that the front entrance and exit areas are showing their age and in need of a modernization and upgrade. Dmitry Gall agreed and formed a committee to look into options for that change. Eric Ericson, Stacey Knopik and Erin Erhardt volunteered to be on that committee.
19. Meeting was adjourned at 8:08 pm
20. An Executive Session was held after the meeting between Board members and the Property manager.

Hiland Hills Townhouse Owners Association, Inc.  
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Board of Directors' Meeting

March 30, 2021

Held Virtually from the Associations Office

1. Board Members Present: Dmitry Gall, Rick Smith, Tony D'Angelo, Andrea Andrews, Michael Dunlap, Caryl Buckstein, Michael Gradis
2. Others Present: Brad Smock, Association Manager
3. Home Owners Attending: Eric Ericson, Crystal Gatewood, Jill Ahlbrecht, Laura Gillman
4. Dmitry Gall called the meeting to order at 7:01 pm
5. Rick Smith Made a Motion to approve the January 2021 Meeting Minutes, Dmitry Gall second the motion
6. Brad Smock read the management report
7. Tony D'Angelo read the financial report. Michael Dunlap made a motion to accept the report and Dmitry Gall second the motion
8. Brad Smock discussed the current status of the lawsuit against the former insurance company
9. The owner of unit E-2 had submitted the paperwork requesting a lease permit. There is room for 2 additional units to be rented. Dmitry Gall made a motion to approve granting the lease permit and Andrea Andrews second the motion
10. Bids for 2021 lawn services were presented to the Board by Brad Smock. Dmitry Gall made a motion to award the contract to Neighborhood Helping Hand at an annual cost of \$12,000 and Michael Dunlap second the motion
11. Three bids were presented to the Board by Brad Smock to resurface the pool. A discussion was done involving looking at how often resurfacing needs to be done (Home Advisor states every 15-25 years, pool companies say every 10-15 years). A discussion was also held concerning property values and keeping the communities only amenity in good condition. Dmitry Gall made a motion to approve the project and award Swimming Pool Sales and Service the contract and Michael Gratis second the motion. A discussion on how to pay for the project will be held at the next regular Board meeting
12. The 2021 Tree Spraying Contract from Jones Tree and Lawn was presented. Dmitry Gall made a motion to accept the contract and Tony D'Angelo second the motion
13. Brad Smock presented to the Board an Ariens 36" All Season Power Brush which will make snow and leaf removal much more efficient. A discussion was had about the machine benefits and costs. Andrea Andrews made a motion to purchase the machine

and Dmitry Gall. Machine to be purchased from Amazon and paid for with credit card points

14. Discussion about how to proceed with security cameras replacement. Decision was made to have cameras in the mailroom and pool only and for them to be wireless and have a cloud based recording and not a DVR. Arlo, Comcast and Ring were mentioned as possible options
15. A discussion about re-opening pool facilities was done. Board was also presented a letter from the Associations attorney with their opinion to keep facilities closed and why was read. Board chose to follow the attorneys advice and facilities will remain closed until further notice.
16. Homeowner Forum: Topics discussed were adding the words "fiscal year to the financial report to help elevate confusion, topic of building captains came up, look into draining pool, sprinklers
17. Meeting adjourned at 8:17 pm

Hiland Hills Townhouse Owners Association, Inc.  
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Board of Directors' Meeting  
July 20, 2021

1. Board Members Present: Rick Smith, Tony D'Angelo, Michael Dunlap, Caryl Buckstein, Michael Gradis
2. Board Members Absent: Andrea Andrews, Dmitry Gall
3. Others Present: Brad Smock, Association Manager
4. Home Owners Attending: Donna Valaro G-3, Eric Ericson H-2, Joy Giles F-4, Crystal Gatewood E-15
5. Brad Smock called the meeting to order at 7:06 pm
6. Brad Smock established there was a Quorum of Board members attending the meeting
7. Michael Dunlap Made a Motion to approve the March 2021 Meeting Minutes, Caryl Buckstein second the motion
8. Brad Smock read the management report
9. Tony D'Angelo read the financial report. Michael Dunlap made a motion to accept the report and Michael Gratis second the motion
10. Brad Smock discussed the current status of the lawsuit against the former insurance company. Currently working with lawyer and Impact Claims to present to the Board on a negotiating point to try to settle the suit
11. Brad Smock discussed the accident which took out and damaged a section of the fence on Mississippi. Repairs on site scheduled for the beginning of August
12. Brad Smock discussed the curb painting and striping of lots not done at repaving. Trying to schedule for August
13. A discussion was held regarding security cameras for the mailroom, pool etc.. Arlo appears to be the brand of choice. Michael Gratis made a motion to give the property manager the final choice (wired or wireless) for the system and a budget of \$750.00 to purchase and install the system. Rick Smith seconded the motion. Motion passed
14. A discussion was had on which account to pay for the pool resurfacing project. Rick Smith made a motion to pay for the project out of the project reserve account and Caryl Buckstein second the motion. Motion passed.
15. Homeowner forum: discussion about vehicles in the back curve areas driving to fast and near miss accidents. Possible solutions discussed were installing large mirrors, making complex one way, installing speed bumps in curve areas to slow people down. Also a suggestion was made to install signs at the exits of ABC and AJK lots to stop people.

There was a discussion about installing hooks outside the mailroom area and banning pets from being in the mailroom as carpets had to be cleaned after multiple dogs urinating on the rug and it soaking through to the tile.

16. The meeting was adjourned at 8:05 pm.

Hiland Hills Townhouse Owners Association, Inc.

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Board of Directors' Meeting

September 21, 2021

1. Board Members Present: Rick Smith, Michael Dunlap, Michael Gradis, Andrea Andrews, Erin Erhardt, Caryl Buckstein,

2. Board Members Absent: Dmitry Gall

3. Others Present: Brad Smock, Association Manager

4. Home Owners Attending: Crystal Gatewood E-15

Brad Smock called the meeting to order at 7:04 pm

6. Brad Smock established there was a Quorum of Board members attending the meeting

7. Michael Gradis moved to approve the July 2021 Meeting Minutes. Andrea Andrews seconded the motion.

8. Brad Smock read the management report, which noted that pool refinishing will begin in two weeks.

9. Michael Dunlap read the financial report. Rick Smith moved to accept the report, Michael Gradis seconded the motion.

10. Brad Smock remarked that there was no change in status in the lawsuit against the former insurance company

11. Michael Gradis moved to approve a rental request, Caryl Buckstein seconded the motion.

12. Andrea Andrews moved to approve a tree removal bid by Jones Tree & Lawn for \$7,960. Michael Dunlap seconded the motion.

13. Caryl Buckstein moved that the TOA cash out points on its credit card. Rick Smith seconded the motion.

14. Andrea Andrews suggested that a unit owner pursue a noise complaint with the City of Denver non-emergency police services regarding a loud television outside on her neighbor's patio.

15. Michael Gradis moved to direct the association to dispose of inoperable exercise equipment in the workout room. Erin Erhardt seconded the motion.

15. The meeting was adjourned at 8:01 pm.

Hiland Hills Townhouse Owners Association Inc.  
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Board of Directors Meeting  
November 9, 2021

- 1) Board Members Present: Dmitry Gall, Rick Smith, Michael Dunlap, Caryl Buckstein, Andrea Andrews, Erin Erhardt.
2. Board members Absent: Michael Gradis.
3. Others Present: Brad Smock, Association Manager.
4. President Dmitry Gall called the meeting to order at 7 p.m.
5. Board President Dmitry Gall established that a quorum was present.
6. Michael Dunlap moved to approve the September 2021 Meeting Minutes. Caryl Buckstein seconded the motion.
7. Brad Smock read the management report, which included parking lot striping, curb painting and leaf clean up.
8. Michael Dunlap read the financial report for August and September, which included the other half of the roof coating. Dmitry Gall moved to accept, Caryl Buckstein seconded.
9. Brad Smock noted no change in status in the lawsuit against the former insurance company regarding roof hail damage.



10. Rick Smith moved to grant a rental request for D13. Dmitry Gall seconded.

11. Rick Smith moved to grant a rental request for A13. Caryl Buckstein seconded.

12. Dmitry Gall moved to accept the first option for the association umbrella policy, at the lower amount of \$219,883. Rick Smith seconded.

13. Dmitry Gall moved to award the snow removal contract to Shove It Snow Removal and Maintenance. Erin Erhardt seconded.

14. Rick Smith moved to approve the purchase of a dishwasher for the association's rental apartment. Caryl Buckstein seconded.

15. The meeting was adjourned at 7:55 pm.