

**STAPLETON MANSION HOMES CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**AUGUST 29, 2024**

**CALL TO ORDER:** The meeting was held via ZOOM and called to order at 6:08 pm by President Dan Kempe. Board members present were Dan Kempe, Carol Roberts and Verne Luxenburg. Cathy Ross represented Skyline Management.

**Homeowners Forum:** There was a request for reimbursement for exterior wasp treatment.

**Minutes Approval:** Minutes from the May 22, 2024 meeting were reviewed. Dan motioned to accept the minutes as submitted. Vern seconded. Minutes approved.

**Financial Report:** The April, May, June & July 2024 financials were presented. Operating cash as of July 30<sup>th</sup> was \$50,273 and reserves was \$247,101. Motion to approve April, May, June & July financials by Dan and seconded by Verne. Motion passed.

**Management Report:** Skyline reported the owner annual Denver Fire Department forms response. A reminder was included that BBQ grills are prohibited on upper balconies. There was a leak from an upstairs unit into a garage ceiling that has been repaired. Landscaping has cleaned up bushes.

**Old Business:**

- a. **Tree pruning:** The annual tree pruning was reviewed and budgeted for \$5,000. It was agreed that, unless there is an emergency need, to table tree pruning in consideration of pending insurance premiums increase.
- b. **Building Signage:** New address signage was tabled until further notice.

**New Business:**

- a. **Board of Directors:** Aaron Reynolds was nominated to the board as director at the Annual Meeting. Dan made the motion to accept his appointment, seconded by Vern. Motion and appointment passed.
- b. **2024-2025 Insurance Renewal:** Dan recapped the proposal from American Family Insurance, the previous broker for SMH. The current broker, USI, did not offer a renewal package nor responded to requests for one. The current total premium for all 2024-2025 policies is \$148,036. This is an increase from \$84,800 in 2024; a 75% increase. The insurance budget was increased to \$95,000 but is still short. Dan made a motion to accept the insurance renewal with American Family Insurance, seconded by Verne.
- c. **2025 Budget:** The Board will review the 2025 draft budget.
- d. **2024 Legislative Updates:**

- i. **2024 Collection Policy-** Skyline reviewed the new Collection Policy from Orten, Cavanaugh, Holmes & Hunt to comply with the new HB-1277 state law. Carol made the motion to accept, Dan seconded. Policy accepted to be provided to all owners per statute.
- ii. **OCHH Fixed fee/Shared fee agreement;** OCH&H, presented an share fee agreement with the community regarding attorney fees that may not be awarded to the HOA in a collection case. After discussion, the board was in agreement to waive this offer.
- iii. **Corporate Transparency Act (CTA):** Skyline outlined the CTA requiring HOA's to provide Board member information, with substantial penalties for non-compliance. The deadline for submitting is currently December 31, 2024. It is expected that HOA's may not need to comply and will delay in
- e. **CCIOA required policies:** The Board reviewed the nine (9) required policies by CCIOA. Dan made a motion to approve these required policies, seconded by Carol. Copies will be distributed to owners and posted on the website.
- f. **Landscaping**
  - a. **2877 Ulster alley:** Cleanscapes to provide proposal for grass area after review with owner.
  - b. **2436 Syracuse alley:** The Board reviewed Cleanscapes proposal and pictures of the area. Carol made a motion to accept the proposal for \$700. Vern seconded. All in favor.
- g. **4<sup>th</sup> Quarter Board meeting and Budget Ratification Meeting:** To be determined.

**ADJOURNMENT:** There being no further business, a motion to adjourn at 7:37pm was made by Dan and seconded by Carol. Motion carried.