

Meeting Minutes for Forest Park Estates Condominium Association, Inc.

Meeting Type	Board
Meeting Date	12/19/2017
Location	Lakewood Library: 10200 W 20th Avenue Lakewood, CO 80215
Attendees	Shane Coffey Eli White Emily Bevington Tiffani Willis, CMCA, CAM of Zeato Property Management
Called To Order	6:00 pm
Minutes Approval	Minutes of the prior meeting were reviewed and accepted as submitted.
Treasurer's Report	Homeowner Delinquency Accounts were Reviewed. A motion was made, seconded and unanimously carried to send one additional reminder notice to owners missing payment on payment plans and/or otherwise delinquent prior to turning over accounts to collections. The financials were reviewed and accepted as submitted.
Manager's Report	Executive Session was held. Executive Session started at 6:30 and ended at 6:57pm The proposals for reserve studies were reviewed and a motion was made, seconded and unanimously accepted to award the contract to Aspen Reserve Specialists. The report is expected to be completed prior to the next Board meeting. The grounds maintenance contracts and proposals were reviewed. By unanimous decision the enhancement of the back parking lot was tabled for discussion until after the annual meeting. The Insurance claim items were still pending and the claim was still not approved for enough to repair the roofs. Hopefully the claims agent will update us soon. The stairs contracts were reviewed and the Board tabled the decision to award the contract until after a loan was solidified by the bank.



The 2018 budget was reviewed and annual meeting date set. Notice of the Board approved budget and annual meeting notice will be sent to all owners.

Having no other business to discuss the meeting was adjourned at 7:48pm.

Next Meeting Date

Time Adjourned 8:00