

*Draft*

**LULU CITY ASSOCIATION  
BOARD MEETING  
Tuesday, February 27<sup>th</sup>, 3:30 P.M. (MST)  
Location: Zoom Conference**

*Minutes*

1. Roll call, determination of quorum and certification of proxies.  
Board: Jill O'Dell, Andrea Booth, Dan Peterson, Jennifer Van Der Bordt, Barb Nazari, and Pam Maurer.  
Absent: Mary Koprowski  
Owner: Rekha Patel, Camille Baxter - AI, Michelle & Michael Klug, Walter Maurer, and Merlyn Ellis.  
Also present: Aaron Goodlock – HOA's Attorney, Matt Lewis – Maintenance Manager, Kurt Shugars – Accounting Manager, and Judi Balkind and Amanda Wells – HOA Managers.  
***Jill Odell made a motion to call the meeting to order at 3:34 PM.***
2. Motion to Approve/Waive Notice of meeting.  
***Dan Peterson made a motion to approve the notice of the meeting, Jill O'Dell seconded the motion and motion passed.***
3. Determination of quorum of Board – Majority of the total number of Directors seats (both filled or vacant). **Board is 7, Quorum 4 Act of majority of quorum of Directors is an act of the Board: 4 Votes = act of Board**
4. Approval of Agenda: ***Jill O'Dell made a motion to approve the agenda, seconded by Pam Maurer and the motion passed.***
5. Approval of the Minutes for the Board meeting held on January 4<sup>th</sup>, 2024  
***Jill O'Dell made a motion to approve the minutes to the Board meeting of January 4, 2024. Andrea Booth seconded – all in favor and motion passed.***
6. Request from an owner to speak on an agenda item:
  - Request for approval – Michelle Klug 5B – new wood floor/carpet and paint  
***Jill O'Dell made motion to approve the request from Michelle Klug for remodeling of their unit presented in the construction compliance form. Barbara Nazari seconded, and motion passed unanimously.***
7. Old Business:
  - a. Financial Review - Shugars and Company  
Kurt Shugars noted there are still 5 building owners that haven't paid their boiler assessment which is a balance of 10K. These owners have been sent past dues notices. The large assessment has only one unit owner who has been making \$1,000/month payments. Cash balances are starting to grow in operating account. The debt for the bank loan is approximately 57K. The board asked Kurt to follow up with the owners via phone calls and emails for payments.
  - b. Reminder to owners, guests, and tenants regarding parking spaces in the garage. One reserved space per unit, violators will be booted. Another reminder about

parking in the correct spot and encouraging owners to install “bollards” in their individual parking spot.

- c. Reminder: Bicycle permits – Permits required for all bikes on the premises – Allocation and pick up of bike permit. Bikes not tagged will be removed from the premises.
8. New Business:
    - a. Magpie Maintenance – update on roof clearing. Matt Lewis noted it was maintenance upkeep time of year – roof and sidewalk snow removal, picking up trash. There haven’t been too many capital projects this winter.  
Pool cover update – Matt Lewis noted that if we close the cover and it short circuits, then the cover may not be able to open. Matt installed a hose that is heated and attached to the pump.
    - b. Pool and hot tub will be closing after closing weekend on Monday, April 8<sup>th</sup>, 2024, and reopening on Wednesday, May 22, 2024.
  9. Next meeting date and time: Tuesday, April 23<sup>rd</sup>, 2024, at 3:30 P.M. (MDT)
  10. Adjournment: ***Barb Nazari made a motion to adjourn the meeting at 4:30 P.M. Dan Peterson seconded, and motion passed unanimously.***

Respectfully submitted,

By: \_\_\_\_\_  
Jarmik Property Management, Inc.  
Judi Balking, HOA manager