

CTC OWNERS ASSOCIATION, INC.

Minutes of Board Meeting

September 14, 2011

10:00 am

A meeting of the Executive Board of this association was held at the office of Stephen Meyers & Associates, 168 CTC Blvd, Unit E, Louisville, CO 80027.

Executive Board Members Present: Steve Meyers, Neil Littmann, Daniel Stiehr, Paul Gowing

Executive Board Members Absent: Steve Koonce

Others Present: Carla Wilson, Property Manager
Cottonwood Property Services, LLC

Business Conducted:

Property Management Update from Carla Wilson – Discussions held regarding each issue.

Theft in CTC – Crime sprees continue in CTC. The most recent area targeted (that I am aware of) is on the west side of the park. Carla Wilson has had conversations with the Louisville Police Dept and the City of Louisville. Suggestion was made to invite someone from the City to attend our next meeting scheduled for November 3rd, 2011.

Boulder County Energy Audits – Boulder County is currently offering property owners energy audits at no cost to the property owner.

We are currently working on compiling a more comprehensive list of businesses and updating property owners contact information.

Maintenance - There was some additional landscape maintenance done this year. We replaced the mulch and some of the dead plant material in various locations through the park (i.e. corner of Taylor and CTC; corner of Cherry and Dogwood; islands on CTC at Cherry; island on Dogwood at Cherry.

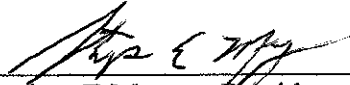
This is the first year we have had to treat for prairie dogs in the common area at the north entrance (Hwy 42 / CTC Blvd). Per direction of the Board, treatment will continue to be one at this entrance to help control the problem.

Financial Review:

Review of Dillon / Pierce Entrance – This project has been completed and cost came in just under budget. The balance due contractor is \$10,285.89. A motion was made by Neil Littmann to approve release of final payment to contractor. Motion was seconded by Paul Gowing. A vote was taken and passed unanimously.

Review of Budget vs Actual To Date. One question came up regarding the amount budgeted for utilities seem high. Over the last two to three years the City of Louisville Utility Billing has been so messed up it was hard to accurately estimate cost of water usage therefore the budget was left the same as in previous years to insure we had the funds to meet our financial obligations. The problem with the City billing seems to have been corrected. Utility budget for 2012 will be addressed at the next board meeting when a draft of the 2012 proposed budget will be presented to the Board.

The meeting was adjourned.



Stephen E Meyers, President Date