Sterling Hill Condominium Association

April 15, 2026 – Zoom Meeting Notes

Quick recap

The condominium board meeting focused on updates from management and discussions about new policies. David provided maintenance updates including recent repairs to water main breaks, fire alarm systems, and elevator upgrades, as well as the transition to a new waste hauler and landscaping company. John presented the treasurer's report showing an operating account balance of $9,648 and a reserve fund balance of $405,397. The board discussed a proposed smoking ban that would prohibit smoking anywhere on the property grounds and in units, requiring a two-thirds majority vote to approve. Several residents raised concerns about landscaping issues, including overgrown vegetation and invasive weeds, and questioned the process for garage cleaning and building maintenance. The conversation ended with discussions about renovation approval processes and reimbursement procedures for residents.

Next steps

- David (or relevant board member): Distribute the proposed no-smoking bylaw amendment to all owners in writing well in advance of the vote, allowing time for review and comment.
- John (or assigned board member): Work with the new landscaping company (Diamond Hill) to coordinate and oversee landscaping activities for the property.
- Cindy (Social Committee): Ensure event flyers and sign-up sheets are placed on the designated clipboard in the alcove and consider using framed or more professional signage for event notices, as suggested.
- David (or relevant board/management): Obtain and review quotes for painting and carpeting in Buildings 1 and 2 before making a final decision on scope and budget.
- David (or relevant board/management): Schedule and coordinate garage cleaning once the majority of snowbird residents have returned and cars can be moved.
- David (or relevant board/management): Obtain a quote and schedule cleaning of building exteriors/decks as discussed, and determine the frequency and scope (e.g., decks only vs. full building).

- Pat (volunteer gardener) and Kathleen (new volunteer): Coordinate to share information on required garden maintenance and provide access to tools for gardening work.
- David (or relevant board/management): Follow up with Brandon or relevant staff regarding the status and repair of the pothole, and confirm if cold patch or other repair is planned.
- David (or relevant board/management): Send out reminder notifications for upcoming sprinkler system repairs and intercom replacement, ensuring all affected units are informed of access requirements.
- Cindy (Social Committee): Continue to update and maintain event information and flyers for upcoming events (e.g., Hector Rec Department presentation, Triplink, fire safety, Memorial Day cookout).
- John (Maintenance Committee): Hold the first in-person yearly maintenance meeting in May as scheduled.
- David (or relevant board/management): Share the finalized proposed no-smoking bylaw amendment with the board and owners prior to the next open meeting for comment and discussion.

Summary

Resident Association Maintenance Updates Meeting

The meeting began with introductions for new residents and approval of February 20th meeting minutes. David provided updates on recent maintenance activities, including repairs to a water main break in Building 2, fire alarm panel upgrade in Building 4, elevator and carbon monoxide system improvements, garage door inspections, and a change to a new waste hauler company. The team discussed transitioning to a new landscaping company, Diamond Hill, and reminded residents about upcoming sprinkler system repairs requiring unit access, with intercom replacements planned in Building 1.

Treasurer's Report and Capital Planning

John presented the Treasurer's Report, noting the operating account balance at $9,648 and the reserve fund balance at $405,397. He outlined planned capital spending, including repairs and potential painting and carpeting projects, with total expected expenses around $150,000. David emphasized the need for formal quotes before proceeding with painting and carpeting projects, suggesting a more gradual approach rather than completing both buildings in one year. Cindy provided updates on social committee activities, including

upcoming events like a presentation on Hector Rec Department programs, craft classes, and a Triplink presentation for senior transportation services.

Smoking Ban Bylaws Amendment Proposal

The board discussed a proposed amendment to the bylaws that would ban all smoking on the property grounds and inside units, with no grandfathering for current smokers. David explained that a two-thirds majority vote of ownership is required to approve the change, which would be voted on at a future meeting similar to the annual meeting. The board agreed to discuss the proposal over multiple meetings to allow for further questions and feedback from owners who may not have attended this meeting.

Smoking Policy and Property Maintenance

The board discussed a proposed smoking policy, with David explaining that while the draft was ready, it needed more time for board review before being shared with residents. The group addressed concerns about contractors smoking on property and discussed enforcement challenges. Several residents raised issues about property maintenance, including the need to clean garages, concerns about landscaping quality and invasive weeds, and questions about building cleaning schedules. The board confirmed they were transitioning away from Outdoor Pride landscaping company and noted that while new vendors had started cleanup work, more time was needed to assess their performance.