

# Denver Chapter of NARPM

## BUDGET OVERVIEW: PROJECTED 2019 BUDGET - FY19 P&L

January - December 2019

	TOTAL
Income	
41000 Program Income	
41200 Dues	
41211 Professional Member Dues (2018)	9,215.00
41221 Affiliate Dues (2018)	9,600.00
41231 Support Staff Dues (2018)	990.00
41232 Support Staff Dues (2019)	330.00
<b>Total 41200 Dues</b>	<b>20,135.00</b>
<b>Total 41000 Program Income</b>	<b>20,135.00</b>
41500 National Member Retention	1,200.00
42000 Special Events Income	
42100 Class Fees	2,475.00
42300 Lunch Income	15,140.00
42400 Luncheon Sponsorships	2,100.00
<b>Total 42000 Special Events Income</b>	<b>19,715.00</b>
42800 State Conference	
42811 State Conference Registration (2018)	16,875.00
42821 State Conference Vendor Tables (2018)	15,500.00
42822 State Conference Vendor Tables (2019)	3,180.00
42830 State Conference Designation Class Income (2017)	1,240.00
42831 State Conference Designation Class Income (2018)	845.00
<b>Total 42800 State Conference</b>	<b>37,640.00</b>
44000 Investments	
44100 Interest-Savings, Short-term CD	35.00
<b>Total 44000 Investments</b>	<b>35.00</b>
48000 Unapplied Cash Payment Income	0.00
<b>Total Income</b>	<b>\$78,725.00</b>
<b>GROSS PROFIT</b>	<b>\$78,725.00</b>
Expenses	
60300 President's Discretionary Acct	1,000.00
60900 Business Expenses	110.00
60920 Business Registration Fees	10.00
60940 Insurance - Liability, D and O	900.00
60960 Paypal	2,645.00
<b>Total 60900 Business Expenses</b>	<b>3,665.00</b>
62100 Contract Services	
62110 Accounting Fees	1,189.00
62120 Bookkeeping Service	2,400.00

	TOTAL
<b>Total 62100 Contract Services</b>	<b>3,589.00</b>
63000 Operations	
63040 Supplies	105.00
63060 Website service	2,000.00
<b>Total 63000 Operations</b>	<b>2,105.00</b>
63600 Travel and Meetings	
63640 Annual Board Retreat	4,600.00
63650 Conference Reimbursements	2,000.00
63660 Leadership Training (National)	1,000.00
<b>Total 63600 Travel and Meetings</b>	<b>7,600.00</b>
64200 Contributions	
64210 Charity/Donation	2,500.00
64220 Colorado Apartment Association	5,000.00
64240 Legislation	1,000.00
<b>Total 64200 Contributions</b>	<b>8,500.00</b>
64500 Marketing	10.00
64510 General Marketing	1,500.00
64520 New Member Marketing	1,000.00
64540 Member Retention	1,000.00
<b>Total 64500 Marketing</b>	<b>3,510.00</b>
65400 Special Event Costs	
65420 Classes	2,000.00
65440 Holiday Party	4,000.00
65450 Luncheons	18,600.00
65480 Speakers	3,000.00
<b>Total 65400 Special Event Costs</b>	<b>27,600.00</b>
65500 State Conference Expenses	3,200.00
65510 Venue (2018)	16,100.00
65540 Audio/Visual (2018)	700.00
65550 Conference Marketing (2018)	35.00
65560 Conference Materials (2018)	3,000.00
<b>Total 65500 State Conference Expenses</b>	<b>23,035.00</b>
<b>Total Expenses</b>	<b>\$80,604.00</b>
NET OPERATING INCOME	<b>\$ -1,879.00</b>
Other Income	
45500 Food/Charity Drive	1,438.00
<b>Total Other Income</b>	<b>\$1,438.00</b>
NET OTHER INCOME	<b>\$1,438.00</b>
NET INCOME	<b>\$ -441.00</b>

Brenda French CPA, PC 12470 York St Unit 28 Eastlake, CO 80614-3001

Denver Chapter of the NARPM 2255 Sheridan Blvd Unit C Suite 114  
Edgewater, CO 80214 llulell.coubilan ulullalul

**Brenda French  
CPA, PC**

**12470 York St Unit 28**

**Eastlake, CO**

**80614-3001**

**720-523-3940**

May 7,  
2019

**CONFIDENTI  
AL**

Denver Chapter of the  
NARPM 2255 Sheridan Blvd  
Unit C Suite 114 Edgewater,  
CO 80214

Dear  
Geff:

We have prepared the **following returns from information** provided by you without verification or audit.

## Short Form of Organization Exempt From Income Tax (Form 990-EZ)

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

Enclosed is any material you furnished for use in preparing the returns. If the **returns are** examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerel  
y,

Brenda French  
CPA, PC

**Filing  
Instructions  
  
Denver Chapter of  
the NARPM**

# Short Form Exempt Organization Tax Return

**Taxable Year Ended  
December 31, 2018**

**Date**

**Due:**

May 15,  
2019

**Remittan**

**ce:**

None is required. Your Form 990-EZ for the tax year ended 12/31/18 shows no balance due.

**Signatur**

**e:**

You are using a Personal Identification Number (PIN) for signing **your return** electronically. Form 8879-EO, IRS *e-file* Signature Authorization for an Exempt Organization should be signed and dated by an authorized officer of the **organization** and returned to:

Brenda French CPA,  
PC 12470 York St  
Unit 28 Eastlake, CO  
80614-3001

***Important:* Your return will not be filed with the IRS until the signed Form 8879-EO has been received by this office.**

**Other:**

Your return is being filed electronically with the IRS and is not required to be mailed. If you Mail a paper copy of your return to the IRS it will delay the processing of your return.

OMB No 1545-1150

Form 990-EZ

# Short Form Return of Organization Exempt From Income Tax

2018

Under Section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Roomsuite

35

**Open to Public** Do not enter social security numbers on this form as it may be made public. Department of the Treasury

**Inspection** Internal Revenue Service

Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information. **A** For the 2018 calendar year, or tax year beginning , and ending **B** Check it applicable **C** Name of organization

D Employer Identification number **Address change** Name change

**Denver Chapter of the NARPM**

**90-0329017** Initial return

Number and street (or PO box, if mail is not delivered to street address)

E Telephone number Final return/terminated **2255 Sheridan Blvd Unit C Suite 114**

**303-442-4000** Amended return

City or town, state or province, country, and ZIP or foreign postal code

F Group Exemption **Application pending Edgewater**

**CO 80214**

Number G Accounting Method: **X Cash** Accrual Other (specify)

H Check **X** if the organization is not | **Website: www.coloradoRMP.com**

**required to attach** Schedule B **J Tax-exempt status (check only one) – 1**

501(cY3) **X 5010. 6)** insert no. 4947(a) 1) or 1527 (Form 990, 990-EZ, or 990-PF). \*

Form of organization: **X Corporation Trust Association Other L**

Add lines 56, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are **\$200,000 or more, or if total assets** (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ

S

**74,670 Part 1 Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part 1)**

**Check if the organization used Schedule O to respond to any question in this part I 1**

Contributions, gifts, grants, and similar amounts received

**74,635 2 Program service revenue including government fees and contracts 3**

**Membership dues and assessments 4 Investment income 5a Gross amount from sale of assets other than inventory**

**5a b Less: cost or other basis and sales expenses**

**5b c Gain or (Loss) from sale of assets other than inventory (Subtract line 5b from line 5a)**

**5c 6 gaming and fundraising events:**

**a Gross income from gaming (attach Schedule G if greater than**

**\$15,000) Gross income from fundraising events (not including \$**

**of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)**

**|6b c Less: direct expenses from gaming and fundraising events**

**6c d net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract**

line 60) **7a Gross sales** of inventory, less returns and allowances

| **7a b Less: cost of goods sold**

**7b c** Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) **8**

other revenue (describe in Schedule O) **9 Total revenue.** Add lines 1, 2, 3, 4, 5c, 60, 7c, and 8

**74, 670 10 Grants** and similar amounts paid (list in Schedule O). . **11**

**Benefits paid to or for members 12 Salaries, other compensation,** and employee benefits

**13 Professional fees and other payments to independent contractors**

**8, 589 14 Occupancy, rent, utilities, and maintenance**

**14** Printing, publications, postage, and shipping

**15 16 other expenses (describe** in Schedule O)

**16**

**59, 743 17 Total expenses.** Add lines to through 16

**17**

**68, 332** Excess or (deficit) for the year (Subtract line 17 from line 9)

**6, 338 | 19 net assets** or fund balances at beginning of year (from line 27, column (A)) (must agree with

**end-of-year figure reported on prior year's return)**

**19**

**32, 270 20 other changes in net assets or fund balances (explain in** Schedule O)

**20 21 Net assets or fund balances** at end of year. Combine lines 18 through 20

**21**

**38, 608 For Paperwork Reduction Act Notice, see the separate instructions.**

Form 990-EZ (2018)

**6a**

**Revenue**



13

## Expenses

18

18

## Net Assets

DAA

NARPM 05/07/2019 1 55 PM

Form 990-EZ (2018) Denver Chapter of the NARPM  
90-0329017

Page 2 **Part I Balance Sheets** (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in  
this part II

(A) Beginning of year

(B) End of year **22 Cash, savings, and investments**

31,720 22

**36,728** 23 Land and buildings

**023** 24 Other assets (describe in Schedule O)

550 241

**1,880** **25 Total assets**

**32,270** **25** 3 8,608 **26 Total liabilities (describe in Schedule O)**

**026** **27 Net assets or fund balances** (line 27 of column (B) must agree with line 21).

**32,270** **27** 3 8,608 **Part II Statement of Program Service**

**Accomplishments (see the instructions for Part III)**

Check if the organization used Schedule O to respond to any question in this part  
III . . . . .

**Expenses What is the organization's primary exempt purpose?**

(Required for section **Trade Association for Property Managers**

501(c)(3) and 501(c)(4) **Describe the organization's program service accomplishments**  
for each of its three largest program services,

organizations, optional for **as measured by expenses**. In a clear and concise manner,  
**describe the services provided**, the number of

**others.) persons benefited, and other relevant information for each program title. 28**

**Successful Trade Association**

28a

**29**

Grants \$

If this amount includes foreign grants, check here **Spread the word about**  
**our trade association**

(Grants \$

If this amount includes foreign grants, check here

**Grants \$**

If this amount includes foreign grants, check here

30a 31 Other **program services (describe in Schedule O).**

**(Grants \$**

**If this amount includes foreign grants, check here**

► || 31a **32 Total program service expenses (add lines 28a through 31a)**

**32 Part I List of Officers, Directors, Trustees, and Key Employees (list each one even if not**  
**compensated — see the instructions for Part IV)**

**Check if the organization used Schedule O to respond to any question in this Part IV**

**(b) Average 1**

**1 (c) Reportable . (d) Health benefits, (a) Name and title**

**hours per week 1 compensation**

**contributions to employee (e) Estimated amount of (Forms W-2/1099-MISC) benefit plans and devoted to**  
**position**

**other compensation**

**(if not paid, enter -0.) deferred compensation Ben Parham President**

0.00 Tony Cline President Elect

0.00 GF Kempself

Treasurer Mike Giallanza Secretary Peter Meer 1st Vice President

0.00 Robert Alldredge 2nd Vice President

0.00

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Form 990-EZ (2018) Denver Chapter of the NARPM

90-0329017 **Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the **instructions for Part V.**) Check if the organization used Schedule O to respond to any question in this Part V

**Yes No**

33

Did the organization engage in any significant activity not **previously reported** to the IRS? If "Yes," **provide a** detailed description of each activity in Schedule O Were any significant changes made to the organizing or governing documents? If "Yes," **attach a conformed** copy of the amended documents if they reflect a change to the **organization's name. Otherwise, explain the** change on Schedule O. See instructions **35a Did the organization have unrelated business gross income** of \$1,000 or more **during the year from business**

**activities (such as those reported** on lines 2, 6a, and 7a, among others)? **b** If "Yes" to line 35a, has the **organization** filed a Form 990-T for the year? If "No," provide an explanation in Schedule o **c** Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) **organization subject to** section 6033(e) notice,

**reporting, and proxy tax requirements** during the year? If "Yes," complete Schedule C, Part III **36 Did the organization undergo a** liquidation, dissolution, termination, or significant disposition of **net assets**

during the year? If "Yes," complete applicable parts of Schedule N **37a Enter** amount of political **expenditures, direct** or indirect, as described in the instructions

**37a b** Did the organization file Form 1120-POL for this year? **38a Did the organization borrow from,** or make any loans to any officer, director, **trustee, or key employee or were**

**any such loans made in a prior year** and still outstanding at the end of the **tax year covered** by this return? **b** If "Yes," complete Schedule L. Part II and enter the total amount involved

385 **39** section 501(c)(7) organizations. Enter:

**a Initiation fees and capital** contributions included on line 9

**39a b Gross receipts,** included on line 9, for public use of club facilities

**39b 40a Section 501(c)(3) organizations.** Enter amount of tax imposed on the organization during the year **under:**

section 4911

**Li** section 4912

section 4955 **Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the**

**organization engage in any section 4958 excess benefit transaction** during the year, or did it engage in an **excess benefit transaction** in a **prior year that has not been reported on** any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed **on organization managers or disqualified persons** during the year under sections 4912, 4955, and 4958 d Section 501(c)(3), 501(c)(4), and 501(C)(29) organizations. Enter amount of tax on line

**40c reimbursed by the organization** e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter **transaction?** If "Yes," complete Form 8886-T 41 List the states with which a copy of this return is filed **none 42a The organization's books are in care of GE Kempsell**

**Telephone no. 1244 \$ wadsworth Blvd Located at Lakewood** co ZIP + 4 At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the **name of the foreign country See the instructions for exceptions** and filing requirements for FinCEN Form 114, Report of Foreign Bank and **Financial Accounts (FBAR).** c At any time during the **calendar year, did the organization maintain an office outside the United States?**

**If "Yes," enter the name of the foreign country 43** Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here

**and enter the amount of tax-exempt interest received or accrued during the tax year**

210b

| 40e

303-442-4000

. . .

80232

Yes No

**42bx**

420

**420**

Yes No

44a

**44a** Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be

completed instead of Form 990-EZ **b** Did the **organization operate** one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ

Did the organization receive any payments for indoor tanning services during the year? If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an

explanation in Schedule O. . . **45a** Did the organization have a controlled entity within the meaning of section 512(b)(13)?

**b** Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may **need to be completed instead of** Form 990-EZ, See instructions

**44d**

**45a**

45b

DA A

Form 990-EZ (2018)

**NARPM 05/07/2019 1 55 PM**

Form 990-EZ (2018)

## Denver Chapter of the NARPM

90-0329017

Page 4 **Yes No**

46

**46 Did the organization** engage, directly or indirectly, in political campaign activities on behalf of or in opposition

**to candidates for public office?** If "Yes," complete Schedule C, Part I **Part VI**

### **Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51. Check if the organization used Schedule O to respond to any question in this Part VI

**Yes No**

47

48

47 48 49a 49b

49a

b 50

Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II **is the organization a school as described in section 170(0/1)(A)(ii)?** If "Yes," complete Schedule

**E Did the organization make any transfers to an exempt non-charitable related organization?** If "Yes," was the related organization a section 527 organization? Complete this table for the organization's five highest **compensated employees** (other than **officers, directors, trustees, and key employees**) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(b) Average

(c) Reportable T (d) Health benefits, (a) Name and title of each employee hours per week

compensation contributions to employee devoted to position (Forms W-2/1099-MISC) | benefit plans, and deferred compensation

(e) Estimated amount of  
**other compensation**

f 51

Total number of other employees paid over \$100,000 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter \*None."

**(a) Name and business address of each independent contractor**

**(b) Type of service**

**(c) Compensation**

d Total number of other independent contractors each receiving over \$100,000 52 Did the organization complete Schedule A7 Note: All section 501(c)(3) **organizations must attach a** completed Schedule A

**M** Yes **N** o Under penalties of perjury, I declare that I have examined this return, including **accompanying schedules and statements**, and to the best of my knowledge and belief, it is **true, correct, and complete** Declaration of preparer (other than officer) is based on



all information of which preparer has any knowledge.

Signature of officer

Date

Sign Here

OF Remeselt Sondra L. Welsh  
Treasurer

Type or print name and title

PrintType preparer's name

Preparer's signature

Data

PTIN Check 05/07/19 self-employed 200430847

Firm's EIN 86-1069228

Paid

Brenda A. French, CPA

Brenda A, French, CPA Preparer Firm's name Brenda French CPA, PC

Use Only Fim's address 12470 York St Unit 28

Eastlake, CO 80614-3001 May the IRS discuss this return with the preparer  
shown above? See instructions

Phone no. 720-523-3940

► **X Yes No** Form 990-EZ (2018)

DAA

NARPM 05/07/2019 1  
55 PM

SCHE

DULE O (Form  
990 or 990-EZ)

201  
8

Supplemental Information to Form 990 or  
990-EZ

OMB No  
1545-0047

Complete to provide information for responses to specific  
questions on Form 990 or 990-EZ or to provide any

additional information,  
Attach to Form 990 or  
990-EZ.

Open to  
Public

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest  
information.

Inspecti  
on

Employer identification number

Denver Chapter of the NARPM

90-0329017

Department of the  
Troosury Internal  
Revenue Service

Name of the  
organization

Form 990-EZ, Part I, Line 16 - Other Expenses

Descriptio  
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Amou  
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Expense  
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Marketing

Merchant

Fees

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1,198 2,644

19  
1

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\$

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Business  
Expenses

Suppli  
es

Websit  
e

10  
0

1,3  
40

Board Retreat & Conf Reimburs.

7,070

State  
Conference  
Special Events

22,9  
93

24,207 **Total \$ . . . . .**  
59,743

Form 990-Ez, Part II, Line 24 - Other  
Assets

Description

Beg. of Year End of Year

Depos  
it

..... 550 \$ .

**Total \$...550 \$ .**

1,8

80

1,8

80

For Paperwork Reduction Act Notice, see the Instructions for  
Form 990 or 990-EZ. DAA

**Schedule O (Form 990 or  
990-EZ) (2018)**



National Association of Residential Property Managers

## 2019 Board of Directors & Committee Chair Contact

<u>Title</u>	<u>Name</u>	<u>Email</u>	<u>Mobile</u>
President	Tony Cline, RMP®	tony@homevault.com	(303) 421-8669
President-Elect	Jim Lagan, RMPC®	jim@phoenixrealtyinc.com	(267) 249-3365
Past President	Ben Parham, RMPC®	ben@integrityrm.net	(720) 409-7761
Vice President 1	Bill Martin, RMP®	bill@meerandco.com	(720) 224-8216
Vice President 2	Geff Kempself	gf@kempself.com	(303) 588-4848
Treasurer	Sondra Welsh	sondra@laurelpropertyservices.com	(303) 819-2747
Secretary	Brandon Scholten, RMPC®	brandon@keyrenterdenver.com	(720) 735-7497
Education	Sondra Welsh Laura Freese	sondra@laurelpropertyservices.com lfreese@atsmithco.com	(303) 819-2747 (303) 525-0462
Membership			
Affiliates	Rebecca Richardson	rebecca@foundationsifs.com	(303) 974-6983
Website	Ben Parham, RMPC®	ben@integrityrm.net	(720) 409-7761
Chapter of Excellence	Michelle Irons, RMPC®	michelle@phoenixrealtyinc.com	(303) 332-4472
Designations	Anthony Irizarry	anthony@rentabr.com	(303) 217-1544
Legislative	Rocky Germano, RMP®	rockgermano@gmail.com	(303) 902-1202
Hospitality/Meetings	Devin Bewley, RMPC®	devin@legacyproperties-pm.com	(720) 227-7270
Speakers	Mark Cunningham, RMP®	marc@rentgrace.com	(303) 210-5744
Conference Chair	Tony Cline, RMP®	tony@homevault.com	(303) 421-8669

LeadershipDenverNarpm.org



## Denver Chapter of NARPM

### BUDGET OVERVIEW: PROJECTED 2019 BUDGET - FY19 P&L

January - December 2019

	TOTAL
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44100 Interest-Savings, Short-term CD	35.05
<b>Total 44000 Investments</b>	<b>35.05</b>
48000 Unapplied Cash Payment Income	0.00
<b>Total Income</b>	<b>\$74,670.31</b>
<b>GROSS PROFIT</b>	<b>\$74,670.31</b>
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60900 Business Expenses	110.00
60920 Business Registration Fees	10.00
60940 Insurance - Liability, D and O	900.00
60960 Paypal	2,643.53
<b>Total 60900 Business Expenses</b>	<b>3,663.53</b>
62100 Contract Services	
62110 Accounting Fees	1,189.00
62120 Bookkeeping Service	2,400.00
<b>Total 62100 Contract Services</b>	<b>3,589.00</b>
63000 Operations	



	TOTAL
63040 Supplies	104.70
63060 Website service	1,339.53
<b>Total 63000 Operations</b>	<b>1,444.23</b>
63600 Travel and Meetings	
63640 Annual Board Retreat	4,613.45
63650 Conference Reimbursements	2,000.00
63660 Leadership Training (National)	456.57
<b>Total 63600 Travel and Meetings</b>	<b>7,070.02</b>
64200 Contributions	
64220 Colorado Apartment Association	5,000.00
<b>Total 64200 Contributions</b>	<b>5,000.00</b>
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64510 General Marketing	1,188.00
<b>Total 64500 Marketing</b>	<b>1,198.00</b>
65400 Special Event Costs	
65420 Classes	2,000.00
65440 Holiday Party	4,000.00
65450 Luncheons	18,561.65
65480 Speakers	783.86
<b>Total 65400 Special Event Costs</b>	<b>25,345.51</b>
65500 State Conference Expenses	3,202.50
65510 Venue (2018)	16,063.96
65540 Audio/Visual (2018)	698.90
65550 Conference Marketing (2018)	35.00
65560 Conference Materials (2018)	2,992.49
<b>Total 65500 State Conference Expenses</b>	<b>22,992.85</b>
<b>Total Expenses</b>	<b>\$70,383.97</b>
<b>NET OPERATING INCOME</b>	<b>\$4,286.34</b>
Other Income	
45500 Food/Charity Drive	1,438.00
<b>Total Other Income</b>	<b>\$1,438.00</b>
<b>NET OTHER INCOME</b>	<b>\$1,438.00</b>
<b>NET INCOME</b>	<b>\$5,724.34</b>



## **Denver Chapter of NARPM Minutes of the Board Meeting**

Tuesday, August 26th, 2019

In attendance: Ben Parham, Sondra Welsh, Geff Kempself, Tony Cline, Bill Martin, Jim Iagan, Brandon Scholten

Meeting was called to order

Minutes approved for June

State conference has been scheduled for May 6th

It was decided that vendors can get a member email list upon request

Nominations for 2020 board:

Jim Lagan - President

Tony Cline - Past President

Brandon Scholten - President elect

Vice President - Bill Martin

Vice President - Geff Kempself

Treasurer - Mike Giallanza

Secretary - Laura Freeze

Nominations were approved

Holiday party discussed - budget is \$4,000 and Sondra will plan again.

Leadership planning meeting will be Nov 12th.

Bill will email for dates of board retreat

Conf committee - Jim Lagan, Brandon Scholten, Tony Cline

Meeting Adjourned



## April Luncheon 2019

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**April's Topic:** Steve Murry, President of Real Trends, is a nationally recognized expert on valuations strategies for real estate companies. Steve will talk about real estate company valuations, mergers and acquisitions; plus what is happening in the PM industry.



**Date:** 4-23-2019 | 11:15 am - 1:00 pm

**Location:** **Denver Police Protective Association**

All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.

[Go Back](#)

## Event Details

### Event Date

Tuesday, April 23, 2019

[TELL A FRIEND](#)



## June Luncheon 2019

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**Junes's Topic: Pete Muccio with Tschetter Hamrick Sulzer P.C. will be giving a legal update on the 4 new laws significantly impacting Landlords in Colorado.**



**Date:** 6-25-2019 | 11:15 am - 1:00 pm

**Location:** **Denver Police Protective Association**

**All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.**

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## Event Details

### Event Date

Tuesday, June 25, 2019

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# October Luncheon

[October 22, 2019 \(https://denver.narpm.org/events/october-luncheon/\)](https://denver.narpm.org/events/october-luncheon/)

## Date/Time

10/22/2019

11:15 am - 1:00 pm

Map Unavailable

## Location

[Denver PPA Event Center \(https://denver.narpm.org/locations/denver-ppa-event-center/\)](https://denver.narpm.org/locations/denver-ppa-event-center/)

**Categories** No Categories

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

## October's Speaker:

Lisa Foster, owner of Parillume, is a leadership and team development speaker, consultant and coach. She empowers dynamic leaders and teams who want to leverage strengths and personalities to improve engagement, communication and their bottom line. Her Shine From Your Original Design<sup>SM</sup> program – which applies results from CliftonStrengths, Myers Briggs and the Enneagram – has benefited individuals, families, professional teams and community groups throughout the US.



## October's Topic:

### Shift Your Leadership Lens: Practical Tools to Turn Conflict into Collaboration

We all wear a lens colored by our personalities – our fears, motives, and filters. What's possible, as leaders, if we shift to a lens of clarity and compassion? This transformational talk disguised as a one-woman show teaches you practical tools to leverage your superpowers, mitigate your kryptonite, and enable you and your team to contribute at their highest level. Learn how to Accept, Articulate and Apply™ the lens of strengths and personality to resolve conflict and improve communication, engagement, and bottom-line results!

#### Key Outcomes:

- Learn how to create a culture of compassion, honor and impact rather than criticism, judgment and indifference on your team

- Understand and capitalize on the power of motivation to resolve internal and external conflicts

Discover a simple, 3-step process through to cracking the code on any, real-life challenge: Accept, Articulate and Apply

**All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.**

## Register Now

Bookings are closed for this event.

← [CE Course – Mold: The Basics, Risks, Myths and Methods \(3 hrs\)](https://denver.narpm.org/events/ce-course-mold-the-basics-risks-myths-and-methods-3-hrs/)  
(<https://denver.narpm.org/events/ce-course-mold-the-basics-risks-myths-and-methods-3-hrs/>)

[Designation Course: Mastering Owner-Client Relations \(6 Hrs CE\)](https://denver.narpm.org/events/designation-course-mastering-owner-client-relations-6-hrs-ce/) →  
(<https://denver.narpm.org/events/designation-course-mastering-owner-client-relations-6-hrs-ce/>)

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## February Luncheon 2019

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**February's Topic: Rebecca Richardson with Foundations Insurance: Ensuring your properties have correct insurance coverage for you and your owner-clients.**



**Date:** 2-26-2019 | 11:15 am - 1:00 pm

**Location:** Denver Police Protective Association

**All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.**

\* Required

Attendee Type \*

- ☐ Professional Member  
☐ Affiliate Member  
☐ Non-Member

Designations

-- Please select --

First Name \*

Last Name \*

Company \*

# of units under management (collected for evaluating how many managed doors are represented through NARPM Denver, and will be kept private)

## Event Details

### Event Date

Tuesday, February 26, 2019

[TELL A FRIEND](#)



Email Address \*

Cell Phone Number

Work Phone Number

Payment Method \*

☒ Credit Card

Name on Card \*

Card Number \*

Card Expiry \*

Card Type \*

CCV Number \*

Amount \*

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## January Luncheon 2019

Join the Denver Chapter of NARPM for our first monthly luncheon/meeting of 2019.

**January's Topic:** Pete Muccio, attorney with Tschetter, Hamrick, Sulzer will share new rules, regulations, and laws impacting property managers in 2019. We'll also have a panel of property managers that will answer audience questions on topics that go "behind the curtain" such as policies, procedures, generating new doors, and handling challenging owner and tenant situations. You won't want to miss this one.

**Date:** 1-22-2019 | 11:15 am - 1:00 pm

**Location:** Denver Police Protective Association

\* Required

Attendee Type \*

- ☐ Professional Member (\$25.00)  
☐ Affiliate Member (\$25.00)  
☐ Future-Member (\$30.00)

Designation

-- Please select --

First Name \*

Last Name \*

Company \*

Email Address \*

Cell Phone Number

Work Phone Number

Payment Method \*

☒ Credit Card

Name on Card \*

## Event Details

### Event Date

Tuesday, January 22, 2019

TELL A FRIEND

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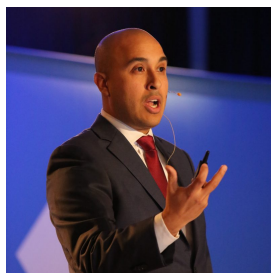
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## May Luncheon 2019

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**May's Topic:** Jordan Muela, CEO of Lead Simple and Profit Coach, will be giving a presentation titled, "5 Things I have learned from interviewing the top PMs in the nation".



**Date:** 5-28-2019 | 11:15 am - 1:00 pm

**Location:** **Denver Police Protective Association**

All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.

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## Event Details

### Event Date

Tuesday, May 28, 2019

[TELL A FRIEND](#)

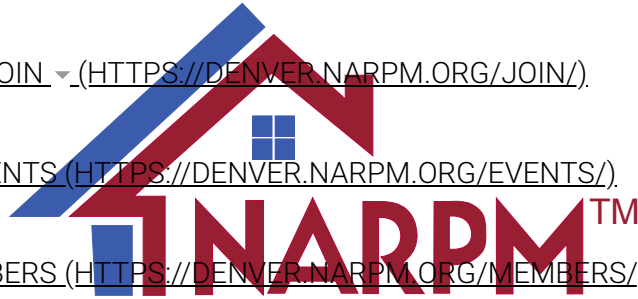


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# September Luncheon/Officer Election

[September 24, 2019 \(https://denver.narpm.org/events/september-luncheon/\)](https://denver.narpm.org/events/september-luncheon/)

## Date/Time

09/24/2019

11:15 am - 1:00 pm

Map Unavailable

## Location

[Denver PPA Event Center \(https://denver.narpm.org/locations/denver-ppa-event-center/\)](https://denver.narpm.org/locations/denver-ppa-event-center/)

**Categories** No Categories

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**September's Topic:**

This month we will welcome Brad Larsen who is a phenomenal speaker and instructor at the National NARPM level who will be speaking on the topic of **"Add More Revenue to Your Business!"**. This discussion will cover many of the best methods to implement and grow the total dollar revenue in your Property Management business. Brad Larsen is the owner and real estate broker for RentWerx San Antonio – a full service real estate brokerage focusing on Property Management for single family homes. In the last five years, RentWerx has grown to manage over 900 single family homes and has been the fastest growing property management company in the region.



**Brad Larsen**

Real Estate Broker, MBA, RMP, MPM, TRLS, TRPM, CRS, GRI, ABR

We will also be having an election for the officers that will serve the chapter for the following year. The nomination committee has selected the below slate of officers to serve in 2020

## Officer Slate

**President** – Jim Lagan (Pioneer Property Management)

**President Elect** – Brandon Scholton (Key Renter Denver)

**Past President** – Tony Cline (HomeVault Property Management)

**Treasurer** – Mike Giallanza (Home Realty & Property Management)

**Secretary** – Laura Freese (AT Smith & Company)

**1st Vice President** – Bill Martin (Meer & Company)

**2nd Vice President** – Geff Kempself (Real Estate Advantage)

**All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the**


**deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.**

## Register Now

Bookings are closed for this event.

← CE Course: Self-Protection & Safety Workshop (2hrs) (<https://denver.narpm.org/events/ce-course-self-protection-safety-workshop-2hrs/>)

CE Course – Mold: The Basics, Risks, Myths and Methods (3 hrs) →  
(<https://denver.narpm.org/events/ce-course-mold-the-basics-risks-myths-and-methods-3-hrs/>)

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# August Luncheon

[August 27, 2019 \(https://denver.narpm.org/events/august-luncheon/\)](https://denver.narpm.org/events/august-luncheon/)

## Date/Time

08/27/2019

11:15 am - 1:00 pm

Map Unavailable

## Location

[Denver PPA Event Center \(https://denver.narpm.org/locations/denver-ppa-event-center/\)](https://denver.narpm.org/locations/denver-ppa-event-center/)

**Categories** No Categories

Join the Denver Chapter of NARPM for our monthly luncheon/meeting.

**August's Topic:**

This month we will have an exciting panel of three speakers giving info-packed 20 minute sessions. They are each giving an update from their respective agencies.



Marcia Waters – Director  
Colorado Division of Real Estate



Dennis Greene – Federal  
Investigator  
US Department of HUD



Destiny Bossert – Gov. Affairs Mngr  
Colorado Apartment Association

**Date: 8-27-2019 | 11:15 am – 1:00 pm**


**Location:** Denver Police Protective Association (<https://www.google.com/maps?f=d&daddr=39.749084,-105.022643>)

**All luncheon online registrations will be available through 5PM on the Thursday before each event, at which time the registration link will be removed from the website. Those missing the deadline may pay \$40.00 with check only at the door. However, there will be a limit of 8 walk-in spots available.**

## Register Now

Bookings are closed for this event.

CE Course: Self-Protection & Safety Workshop (2hrs)  
⇒ (<https://denver.narpm.org/events/ce-course-self-protection-safety-workshop-2hrs/>)

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## 2019 Colorado Property Management Conference

The Colorado Property Management conference, hosted by the Denver Chapter of NARPM, is the must attend event for property managers throughout the Rocky Mountain region. This one day event offers multiple sessions presented by National and Local industry experts in the profession! Learn new ideas, concepts, and "best practices" that you will be able to immediately implement into your business! In addition to the educational information, this event will provide excellent networking opportunities with Residential Property Managers, and industry vendors focused on the residential market. This event fills up fast so register your spot today!

**Date: 03-20-2019 | 8:00 am - 5:00 pm**

**Location: Sheraton Denver West Hotel** ([click here](#) for hotel information)

Professional Member: (\$175.00)\*

2nd Additional Attendee from office: (\$150.00)\*

3rd (or more) Additional Attendee from office: (\$125.00 each)

**\* Please note our deadline to sign up through the website is 5 pm three (3) business days prior to the event. We can accept a few new attendees at the registration table on the day of the event, just bring a check payable to NARPM Denver Chapter (prices above).**

**Please show up early for same day registration as we have a limited amount of seating available.**

## Conference Schedule

**Registration & Vendor Fair 8:00 AM - 8:30 AM**

**Welcome 8:30 AM - 8:50 AM**

**General Session "Don't be Last to First" 8:50 AM - 9:40 AM**

An energetic, fast-paced discussion about getting out of your comfort zone, embracing change and trying new things to lead your business, yourself, and your family to new life experiences.

- Presented by John Bradford, Former North Carolina State Representative and Owner of PetScreening.com

**Break & Vendor Fair 9:40 AM - 10:00 AM**

**Breakout Sessions I 10:00 AM - 10:50 AM**

A. "The top 10 apps every Property Manager needs on their phone"

## Event Details

### Event Date

Wednesday, March 20, 2019

[TELL A FRIEND](#)

We all carry around a supercomputer in our pocket, but with hundreds of thousands of apps to choose from, it's sometimes hard to find the ones that really help us with our work. These apps will change your entire life, save you hours of work, and even reduce your stress.

- Presented by Chuck Kelley, Owner - Eclipse Property Management

#### B. "Coming Out on Top: How to build a slam-dunk case for small-claims court without the assistance of an attorney"

This session will walk attendees through the necessary steps to properly analyze, organize, build, and plead your case in small-claims court.

- Presented by Jim Lagan, 2019 President-Elect - Denver NARPM

#### C. "The Science Behind a Maintenance Experience"

We deep dive into the numbers of what creates a positive (or negative) maintenance experience. Know the levers you can adjust to make a significant impact within your operation.

- Presented by Drea Poole,

Break & Vendor Fair 10:50 AM - 11:10 AM

Breakout Sessions II 11:10 AM - 12:00 PM

#### A. "How to Survive a Real Estate Commission Audit"

You've Been Selected for an Audit by the Division of Real Estate. You'll hear my story of surviving an 18-month audit and investigation, the common pitfalls for property managers, and how to be prepared when your time comes.

- Presented by Brandon Scholton, 2019 Secretary - Denver NARPM

#### B. "Safety for the Property Manager"

Safety is a growing concern in the Property Management industry. Do you know how to keep yourself safe in the office, in the car, and during showings? Do your office policies and procedures help to keep your staff safe? We'll discuss all of this and provide hands-on instruction on fending off an attacker.

- Presented by Cookie Hooper, MPM, RMP, Past-President Denver NARPM

#### C. "Unleash Your Pet Policies"

A discussion of industry best practices to help mitigate your risks and increase bottom line revenue when dealing with not pets, pets, and assistance animals.

- Presented by John Bradford, Former North Carolina State Representative and Owner of PetScreening.com

Lunch & General Session "Colorado Real Estate Commission Update"  
12:20 PM - 1:25 PM

- Presented by Carolyn Rogers, Colorado Real Estate Commissioner

Break & Vendor Fair 1:25 PM - 1:45 PM

Breakout Sessions III (2-Hours CE) 1:45 PM - 3:45 PM

#### A. "Owner Expectations and the Property Management Agreement"

This class will take a close look at what Owners expect and how your property management agreement is the key to meeting those expectations. From initial consultation for new management to moving seasoned clients to a new management style or fee structure Rob's interactive teaching style will make this class lively and yet still get you key clauses that you should consider putting in your management agreement too.

- Presented by Rob Lynde, MPM®, Owner of Milestone Real Estate Services

#### B. "Evaluating Security Deposit Issues Like a Pro"

A lively discussion of how complicated move-out statements and tracking the depreciation of things like appliances, carpets, and surfaces continue to be a thorn in the side of many landlords. The presentation will cover the necessities of properly handling Security Deposits and how to avoid losing money by "Staying on the Right Side of Zero" when it comes to withholding deposits.

- Presented by Pete Muccio, Esq. - Attorney with Tschetter Hamrick Sulzer

### C. "How to Help Your Clients Build a Portfolio of 10 Rental Properties"

One of the most common goals of a property investor is to build a large portfolio and generate passive income for retirement. While we hear this goal a lot, very few investors actually achieve this goal and many end up never even buying their first property. This presentation will show you 4 different ways to acquire properties and give you a step-by-step business plan that you can use to purchase and build your portfolio. We'll walk you through this business plan to show you how to start from scratch and build up a portfolio of 10 properties so you can retire.

- Presented by Joe Massey

Closing Session, Happy Hour & Vendor Raffles 3:45 PM - 5:00 PM

### **Online registration is now closed.**

Event cancellations must be received in writing. If cancellation is received 30 days prior to the event, there will be a full refund less a \$25 processing fee. If cancellation is received 15-29 days prior to the event, there will be a 50% refund. There is NO refund if cancellation is 1-14 days prior to the event.

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## **Denver Chapter of NARPM Minutes of the Board Meeting**

Tuesday, April 23rd, 2019

Annual Planning Meeting

In attendance: Sondra Welsh, Geff Kempself, Tony Cline, Bill Martin, Ben Parham, Brandon Scholten

Meeting was called to order

Board approved changing meeting length to 30 minutes going forward, so it will begin at 9:30 for the rest of the year.

Ratified minutes for 2019 Narpmm Planning Retreat

Discussed member dues unpaid for 2019. Sondra will follow up with those who haven't paid.

Board discussed the possibility of a Colorado Narpmm Chapter. Board agrees that there is no benefit to our members in adding a state chapter, because it threatens the funding sources for our chapter, while not increasing the political pull of the collective Narpmm chapters in the state. We agreed to open up a dialogue with those taking initiative on the state chapter.

Meeting was adjourned



## **Denver Chapter of NARPM Committee Chair Meeting**

Tuesday, August 26th, 2019

In attendance: Ben Parham, Sondra Welsh, Geff Kempself, Tony Cline, Bill Martin, Jim Iagan, Brandon Scholten, Marc Cunningham, Devin Bewley, Laura Freeze, Rocky Germano

Meeting was called to order

Devin - display boards outside of entryway can be utilized

Laura - she has been reaching out to former members

Ben - New website is up and running, vendors and members are updated. Site is great overall but support is not very good.

Rocky - he and tony had lunch with Alex Yoder and Nancy Burke. Nancy pitched what she does and what it would cost to have her represent NarpM. It was not within our budget to seriously consider. We discussed if we should continue to give \$5,000 to apartment association, and if they represent our voice.

Sondra - covered upcoming classes.

Marc - Brad Larsen coming in September

Meeting was adjourned





## **Denver Chapter of NARPM Minutes of the Board Meeting**

Thursday, January 17th, 2019  
Annual Planning Meeting

### **Board Members in Attendance:**

Tony Cline - President  
Jim Lagan - President Elect  
Ben Parham - Past President  
Bill Martin - Vice President  
Geff Kempself - Vice President  
Sondra Welsh - Treasurer  
Brandon Scholten - Secretary

### **Committee Chairs in Attendance:**

Laura Freese - Education/Membership Chair  
Rebecca Richardson - Affiliate Chair  
Michelle Irons - Chapter of Excellence  
Anthony Irizarry - Designations Chair  
Rocky Germano - Legislative Chair  
Devin Bewley - Hospitality Chair  
Marc Cunningham - Speakers Chair

Meeting was called to order

### **Action Items from Meeting:**

Budget was presented by treasurer and approved by the board  
Adding a July meeting was suggested and approved by the board

Meeting was adjourned



## **Denver Chapter of NARPM Minutes of the Board Meeting**

Tuesday, May 28th, 2019

In attendance: Sondra Welsh, Geff Kempself, Tony Cline, Bill Martin, Ben Parham, Jim Iagan, Brandon Scholten, Liz Clayman (NARPM Regional Vice President)

Meeting was called to order

Minutes approved for April

Treasurer's report approved

Ben - new website rollout, needs up to \$700 increase in budget for one time setup fees, but this will save us \$600/yr from the old site. Board approved the increase

Q&A with Liz concerning the Colorado Chapter for NARPM

We discussed beginning the planning for the 2020 conference

Meeting Adjourned



## **Denver Chapter of NARPM Minutes of the Board Meeting**

Tuesday, June 25th, 2019

In attendance: Tony Cline, Bill Martin, Jim Iagan, Brandon Scholten

Meeting was called to order

Minutes approved for May

Discussion of financials - noted that education income is low, but this is because education is pushed to later in the year.

Discussed filling Treasurer or Education chair for next year as Sondra wants to only do one of these. Discussed other possible nominations for next year due, as they are due in September.

No updates on progress of state chapter.

Discussed the possibility of having Nancy Burke in a role as expert consultant.

Conference for 2020 - need to book hotel and get people in charge of planning. Too many people communicated with the hotel last year, so will be limited to 1 or 2 this year. Discussed dates of conference (May 6th, 7th, 13th, or 14th). Rebecca checking availability at hotel and will email with leadership group.

Meeting Adjourned



## **Denver Chapter of NARPM 2020 Planning Meeting**

Friday, November 8th, 2019

In attendance: Sondra Welsh, Geff Kempself, Tony Cline, Jim Iagan, Brandon Scholten, Tamira Trujillo, Devin Bewley, Rocky Germano, Anthony Irizarry, Rebecca Richardson, Michelle Irons, Ben Parham, Mike Giallanza

Meeting was called to order

Minutes approved from October meeting.

Discussion of meeting minutes and recorder - decision made to not replace recorder as no recording is necessary except as needed by secretary.

Discussed transition of Treasurer duties from Sondra to Mike, including budget, bank signers, emails, and tax return.

Highland Haven retreat confirmed and agenda discussed, arriving for 4pm check-in

Geff will be attending JLAC meeting next week (as a follow up from discussion of affiliation with Apartment Association and value of annual contribution)

Still waiting on official contract from the PPC to confirm luncheon dates

Board voted to keep Foodbank of the Rockies as the charity for the Christmas Party, though may be open in the future to selecting different charities

Received Chapter of Excellence award at Narpn National Conference

Discussion of vendor sponsorships, January meeting sponsorships will be made available now at 2019 rates, and discussion and changes will be finalized for the rest of the 2020 meeting at the annual retreat.

Meeting was adjourned



## **Denver Chapter of NARPM Committee Chair Meeting**

Tuesday, August 26th, 2019

In attendance: Geff Kempself, Tony Cline, Bill Martin, Ben Parham, Jim Iagan, Brandon Scholten, Tamira Trujillo, Rocky Germano

Meeting was called to order

We discussed the Apartment Association affiliation, and if the \$5,000 annual gift is worth getting access to their luncheon meetings. Rocky shared the value he and Bob Aldridge have seen from their time being involved. We voted on giving our \$5,000 contribution in 2019 and continuing to evaluate for next year. There was also discussion about how to better relay the info and value to our members.

Tamira gave an update on how to give value to vendors. She met with Rebecca and they further discussed how best to do monthly sponsorships and will finalize their suggestions at the planning meeting in November.

Laura Freese - brief update on progress of Christmas party. Working with Tamira and Irina to get silent auction items.

Ben said the website continues to be effective but the support is terrible. They are in the process of giving him more access to limit the amount of support needed from national.

Meeting was adjourned



## **Denver Chapter of NARPM Minutes of the Board Meeting**

Tuesday, August 26th, 2019

In attendance: Sondra Welsh, Geff Kempself, Tony Cline, Bill Martin, Jim Iagan, Brandon Scholten

Meeting was called to order

Minutes approved for August

We are booked for the leadership planning retreat Jan 15th to 16th.

Financials reviewed - check from NARPM received for member retention for \$1,390. Overall we are pacing well with the budget outlined for 2019.

We discussed vendor sponsorships at conference and luncheon, and how best to avoid single vendors booking up all the sponsorships.

Jim will email dates for planning meeting

Meeting Adjourned