

CROSSROADS PARK OWNERS ASSOCIATION

EXECUTIVE BOARD MEETING MINUTES

May 8th, 2024 at 6:30 PM MDT

Via Zoom

Call to Order & Determination of Quorum

Board members present were Debbie Kahanek, Teri Watkins, Barbara Frare, Cyndi Holman, and Mel Ott. 7 homeowners were also present. RaeAnne Hadley from Design HOA was also present. With all Board members present the quorum requirement was met. Debbie Kahanek, President, called the meeting to order at 6:28 PM.

Approval of Minutes from February 8th, 2023

The minutes of the prior meeting were distributed to Board members in advance of the meeting. Reading the minutes aloud was waived. Teri Watkins moved to approve the minutes as presented. Cyndi Holman seconded and there was no further discussion. With all in agreement, the motion passed unanimously.

Financial Reports Through April 2024

The financial reports, including the Balance Sheet and the YTD Budget vs Actual, were distributed to Board members in advance of the meeting. RaeAnne Hadley reviewed the financials and answered questions. Debbie Kahanek motioned to accept the reports as presented. Teri Watkins seconded and there was no further discussion. With all in agreement, the motion passed unanimously.

Old Business

Painting on Units 262-270

Debbie Kahanek explained she will go over the painting schedule under new business.

Roof at 262-270 completed in November. Next group estimated for September.

Debbie explained she will go over the information under new business.

Trail cameras for dog waste offenders

Debbie explained that the capital projects need to take precedence and the subject will be addressed at a later date.

New Business

Paint Colors & Estimate

Debbie explained that Mel has some input on the colors for the units and had him present his idea. Mel explained he thought adding another color variation for the rest of the units would add to the aesthetics of the HOA. Debbie explained that the board had discussed and voted on the color scheme back in 2022 and two buildings had already been painted. She explained that those colors were then presented at the annual meeting to the homeowners. Debbie explained units 262 through 270 have brown garage doors and discussion had been raised regarding painting them to match the rest of the HOA, however the painting and roofing expenses take precedence and will be addressed at a later date. She explained that the paint and stucco is starting to crack and the paint being used is specially designed to seal the cracks in the stucco to prevent water from getting behind it. She explained Cyndi Holman's unit had that happen, and the entire wall had to be replaced. Debbie moved to remain with the colors that had been voted on back in 2022. Teri Watkins seconded. Barbara and Cyndi voted yes, and the motion passed. Debbie discussed the painting bid came in at \$17,000 and the HOA had budgeted \$21,000. Debbie made a motion to approve moving forward with painting units 254-262. Cyndi seconded, and all were in favor.

Unit Roof Estimates for Units 254-260

Debbie discussed the need to move forward with the roofing projects due to the builder not laying a proper roof and underlayment completely missing on some units, allowing weather to enter the units. Funding for the capital projects will need to come from raising assessments or having another special assessment. Further discussion will occur during the executive session.

Gutters replaced at 200-224 and Roof Flashing Issues

Debbie discussed that the gutters were replaced at 200-224. Teri explained that her unit had some leaks after the gutters were replaced. Teri said her and Cyndi met with the vendor, and it was discovered that the roof flashing had been installed incorrectly and that was the cause of water splashing over the gutters and down onto the walkways. Debbie explained there are other units that are having gutter issues and at the annual meeting, they will discuss gutter replacements. Teri suggested tying the gutter and roofing replacements at the same time to prevent any issues.

Climb! Bid

Debbie explained she gave Climb! an extensive list of trees that need to be removed and trimmed to prevent causing gutter and roofing issues. She explained they came in with a bid of \$3,200 and the HOA had budgeted \$3,000. Debbie discussed that there is also a pine tree in front of units 232 and 234 that needs to be removed, which would be an additional \$600. Each homeowner have agreed to pay \$150 each towards removing the tree because the pine needles are clogging the gutter and it rests against the roof. The board has agreed to pay the other \$300 to eliminate the risk of roof and gutter damage. Debbie motioned to approve paying Climb! \$3,500 to trim the trees, remove the dead aspens and the pine tree. Barbara seconded, and the motion passed.

Insurance Increase \$6,200

Debbie explained that insurance has been increasing and the HOAs insurance increased by \$6,200. Debbie thanked Barbara for her time and experience to maximize the HOAs benefits and minimize the costs. Debbie explained that the increase in assessment dues starting July 1st should offset that amount. She explained that the HOA is legally liable for anything that happens in the HOA and is required by law. Barbara explained that insurance is required through mortgage companies, limitations on how high the deductible is. She discussed that she will be working early next year to possibly negotiate a different policy. Barbara explained that repairing the gutters, painting the buildings, and replacing the roofs are all good things that an insurance company reviews and is a good investment.

Special Assessment

Debbie discussed the new roofs needing replaced at 254-260 will required a special assessment. The question arose of whether the HOA could go back onto the original builders or contractors. Debbie explained that the time has expired and many of the businesses are no longer in operation. She explained that even if the HOA could try to get a warranty on the roof, the prorated amount would be minimal to nothing. Debbie discussed that replacing the roofs is a ten-year plan and each owner is responsible for paying a portion of the cost. Roofing plus gave an estimate of \$42,180 to replace the roof at units 254-260. Debbie explained the special assessment will be \$850 and can either be paid for in full or spread out over ten months at \$85.00 per month starting July 1st, 2024. Debbie discussed that a special assessment will be implemented each time the next set of roofs need to be replaced until the complex is complete. Debbie made a motion to approve the bid for Roofing Plus and implement the special assessment. Teri seconded, and the motion passed. Roofing will be scheduled for September 2024.

Homeowner Questions

Mel discussed the pond outlets regarding the HOA. He discussed that the neighbors upstream had some piping issues that they have fixed, and the HOA is getting a better flow. He explained that the HOA should get someone to inspect the outlet that goes under the streets to see if there is any debris that needs to be cleaned out. Mel explained that the neighbors believe the end of the pipe that belongs to the HOA may still be plugged up. Debbie thanked Mel for researching this information and asked if he could get a bid on how much it would be to have a camera inspection done. Mel will present the bid to the board once he receives it. Debbie explained the second pond will need to be cleaned out within the next year or two to clear out the cattails.

Debbie discussed that members have asked for a community garage sale. The board agreed that the garage sale can happen May 17th through May 19th and the homeowners may advertise at their expense. Debbie asked if RaeAnne could send out an email blast notifying homeowners. Debbie motioned to approve a neighborhood wide garage sale. Teri seconded. The motion passed unanimously.

Beth asked about the irrigation on the north side of her unit. She also asked if the blue spruce west of her could be trimmed on the bottom. Debbie said she will contact S&E Ward, but if the tree was still green, the limbs could not be cut. She will get their opinion. Beth discussed that S&E Ward doesn't seem to take care of the back and end units. Debbie agreed she will discuss that with them too. Dawn explained she also has a concern with the bush near her front door doesn't get trimmed and she must trim it. Debbie verified this was one of the bushes that was scheduled to get trimmed by Climb!

Jill asked if members should expect the special assessment for the next ten years. Debbie verified that there will be special assessments each year until the roofs are complete. Jill voiced concern that many homeowners may need to consider if they can afford to stay or not. Debbie agreed that some homeowners may not be able to afford the assessments, but the HOA is financially responsible for keeping and maintaining the units per the governing documents and insurance requirements. Debbie explained that it also keeps up the quality and the image of the HOA and that shows in the prices of the units as they sell, have all gone up in price in the past 3-5 years. Debbie explained there are a lot of rental units, and the owners can write off more than full-time owners. Caren asked how many units are rental units. Debbie explained she did not know. RaeAnne discussed that she believed 35-40% of the units were rentals, but that she would verify that after the meeting.*

Next Meeting Date

The next Board of Directors meeting was not scheduled at this time.

Adjourn

The meeting was adjourned at 7:37 pm by Debbie KahaneK.

Executive Session

Capital projects, rental units, and special assessments were discussed.

*RaeAnne pulled the reports and there are 18 rental units in the HOA, 1 under contract is being purchased specifically for STR, which will bring the HOA to 19 rental units, or 38% of the HOA.

RESPECTFULLY SUBMITTED by RaeAnne Hadley, Design HOA.