Crossroads Park — May 6, 2026 Board Meeting Minutes (Draft)

CROSSROADS PARK OWNERS ASSOCIATION, INC.

Q2 Board of Directors Meeting - May 6, 2026

Meeting	Q2 Regular Meeting of the Board of Directors
Association	Crossroads Park Owners Association, Inc.
Date / Time	Wednesday, May 6, 2026; called to order at approximately 6:37 p.m. MT
Location	Zoom video conference
Adjournment	Approximately 7:45 p.m. MT
Status	DRAFT — for approval at the October 21, 2026 Board of Directors Meeting

Attendance

Board Members Present: Debbie Kahanek, President; Teri Watkins, Vice President; Bob Fuller, Secretary; Cyndi Holman, Treasurer; Lorraine Desjardins, Director.

Management Present: Design HOA, represented by M. Vaneza Alvarado, attending virtually.

Homeowners Present: Homeowners attended by Zoom, including Mel Ott (Unit 254) and Karen Maxson (Unit 264), who addressed the Board.

Quorum: All five directors were present, constituting a quorum of the Board.

1. Call to Order and Introductions

President Debbie Kahanek called the meeting to order at approximately 6:37 p.m. MT and certified that a quorum of the Board was present. Directors introduced themselves and their offices for the record, and management confirmed it was present to assist the Board. Meeting materials provided to the Board included the agenda, the prior meeting minutes, the Balance Sheet, and the Profit and Loss report.

2. Approval of Prior Meeting Minutes

The Board reviewed the January 14, 2026 Board meeting minutes included in the meeting packet. No corrections or additions were offered. Upon motion by Debbie Kahanek, seconded by Teri Watkins, the Board approved the prior meeting minutes as presented.

3. Financial Report

Management presented the Balance Sheet as of May 1, 2026 and the Profit and Loss report (cash basis) for January 1 through April 30, 2026. The Balance Sheet reflected an operating account balance of $87,696.51, a reserve account balance of $4,131.32, and total assets of $98,479.41, as presented. Prepaid owner assessments of $5,052.54 were shown as a liability, and there were no accounts payable.

The Profit and Loss report reflected net income of $33,029.66 for the period. Management noted that expenses to date were mainly landscaping, insurance, management, utilities and legal fees, and that special roofing assessment collections were continuing.

Management asked when the Association last completed a reserve study. The President stated that a reserve study has never been completed and that the Board had previously looked for a provider without success. Management will contact reserve study providers and request proposals for the Board.

The President noted the Association's known upcoming project costs of approximately $17,000.00 for painting, $52,000.00 for roofing, and $17,000.00 for gutters, with the gutter scope possibly increasing. The President stated that the Association is in a strong financial position.

Upon motion by Debbie Kahanek, seconded by Teri Watkins, the Board accepted the financial reports as presented.

Later in the meeting, the Board reviewed the delinquency report management circulated before the meeting. Most past-due accounts were about 30 days behind on the April quarterly dues. The President reported that those owners would receive a courtesy notice, and that accounts still unpaid after May 15 would receive a collection letter. The discussion of delinquency remained general, and no owner-specific details are included in these minutes.

The agenda also listed ratification of interim expenses, confirmation of the insurance premium, and the proposed increase in the monthly reserve contribution from $300.00 to $1,000.00. These items were not discussed, and no action was taken on them.

4. Old Business

Director Bob Fuller reported that the painting project is underway. Wet weather affected some work days, and pressure washing appears to have tripped exterior GFCI outlets. The Board agreed the painting crew should avoid spraying outlets.

The President reported that the roofing project is expected to begin in September 2026. Management asked which payment options the Board would allow for the special roofing assessment. The Board confirmed that, beginning July 1, 2026, regular dues are $250.00 per month and the special roofing assessment is $100.00 per month for 10 months ($1,000.00 per unit), for a combined $350.00 per month until the assessment is paid. Owners may pay the special assessment monthly, quarterly or in full, with a minimum payment of $100.00 per month.

The President noted that the bylaws provide for quarterly dues and that the Board has historically allowed monthly payments. She also noted that the difference between the special assessment and the roofing cost will be covered from capital reserves. Management will revise owner invoices, currently drafted at $750.00 per quarter, to reflect the monthly option, and an owner notice of the July 1 amounts will be sent around June 1.

Gutter replacement priorities were deferred to New Business. Vice President Teri Watkins reported that trash-can storage at a rental unit near her has improved since the President contacted the owner. No landscaping vendor issues were raised.

5. New Business

The President reported that the Pond #2 cleanout, budgeted at $10,000.00, has been deferred to 2027. She proposed using those funds for gutter replacement at Units 254, 256, 258 and 260. No motion was made on the proposal.

Director Fuller reported on his review of the ponds. He found that hauling away pond water is costly, and one disposal operator suggested $10,000.00 would be a low estimate for Pond #2. He recommended aerating both ponds to break down leaves and other organic material, at an estimated cost of approximately $1,000.00 in equipment for both ponds plus approximately $500.00 per year in electricity. He noted that irrigation may shut off early, around July 15, and that still water could produce odor by August. He offered to inspect the pump house for electrical service and to install the equipment himself. He did not believe relining Pond #2 is needed at this time and estimated relining at $25,000.00 to $40,000.00.

The President noted that Pond #2 has accumulated about 22 years of sediment and dead cattails, and that its west-side outlet sits higher than the pond bottom, so water stands through the winter.

A motion was made by Debbie Kahanek to authorize Director Fuller to lead the pond aeration project, including determining the equipment and costs, and to move forward with the project. Before any vote, owner Mel Ott commented. He suggested cleaning the Pond #2 bottom before aerating it, starting aeration in Pond #1, pumping Pond #2 water into Pond #1, inspecting the drainage pipe under the street, and waiting on major work until nearby apartment pipe construction is finished. The President stated that Brookstone had advised the pipe between the ponds cannot be closed off.

Teri Watkins seconded the motion. No vote was called on the motion. Discussion concluded with the Board leaving the project with Director Fuller, and the Board agreed to hold the Pond #2 funds until the cost of aeration is known.

The Board reviewed the pest control proposal and treatment-area map that management had forwarded. Directors felt the proposed areas were too broad and stated that ants on areas owners maintain are the owner's responsibility. The Board agreed to seek treatment only of the mailbox area near the front pond (Pond #1), the two dog-waste stations on the north and south ends, and the center ("wavy") sidewalk through the middle of the community, which owner Karen Maxson also asked to include. Ms. Maxson also asked about the sidewalk by the daycare. Owner Mel Ott said he had not seen ants on either path, and that sidewalk was not added.

The gazebo was not included. The President will monitor it and apply ant bait as needed, submitting an expense form for reimbursement. Vice President Watkins noted that lower snow-removal costs this year may help fund treatment. Management will request a revised proposal for the reduced areas, and the Board will vote on it once received. If adopted, owners will be notified of their responsibility for their own areas.

Owner Mel Ott reported clearing pine needles and debris near Unit 254 and noted leaves and branches collecting by the daycare, which he described as a fire hazard. The President stated that the area by the daycare may be the daycare's responsibility; she will check the property line and may contact the daycare. Management will ask Brookstone about leaves and pine needles left under shrubs.

No policy, maintenance or compliance items were presented.

6. Management Report

Management reported that since the January meeting, its work has focused on budget ratification, reserve planning, owner billing and account support, vendor and capital project coordination, enforcement, administration and insurance. Approximately 22 hours were devoted to capital projects and approximately 6 hours to owner communications. There were no questions from the Board, and no action was taken.

7. Homeowner Forum

Owner Mel Ott reported a break-in the night before the meeting, in which about $7,500.00 in equipment was taken from a vehicle on the south side. The person appeared to have checked backyards along the drainage ditch and fence. Mr. Ott offered to help owners install security cameras, and owner Karen Maxson suggested neighborhood watch signs.

The President asked management to email owners about the break-in with reminders to lock vehicles, remove valuables, and lock doors and windows. She also suggested a camera on the gazebo facing the entrance and asked Mr. Ott for a cost estimate. Management will confirm Colorado legal and privacy requirements before any camera is installed on common property, and the Board may contact the Montrose Police Department first.

Ms. Maxson noted that some older owners find the payment options confusing and that mailed checks take time to post. Management reminded owners that checks may be sent to the payment lockbox or to Design HOA's Lafayette office, where mail is collected about weekly. The President reminded owners that dues are due on the 1st of each month.

8. Next Meeting

The President stated that the Board will not hold a July quarterly meeting. The next meeting is the Annual Meeting on Saturday, August 1, 2026, at 10:00 a.m. at the Montrose County Human Services office, 1845 South Townsend Avenue, Montrose. Vice President Watkins noted this is the last year that location will be available. Directors were asked to send any agenda items to management.

9. Executive Session

The Board determined that no executive session was needed. No executive session was held, and no action was taken in executive session.

10. Adjournment

Upon motion by Debbie Kahanek, seconded by Cyndi Holman, the meeting was adjourned at approximately 7:45 p.m. MT.