

COUNTRY CLUB RIDGE
Board of Directors Meeting Minutes
October 18, 2021 | 5:30 p.m.
Meeting was held via Zoom

Attendance:

Board Members: Rob Katnich, Judie Maurelli, Jon Dowdle
Matt Bramlett, Community Association Manager-Associa-Who transcribed the minutes of the meeting.

Guest Speaker: Sonny Senilius-Finite LLC

Homeowner Forum: There was no homeowner forum held, as there were no owners present at the meeting.

Call to Order: The meeting was officially called to order by Rob at 5:36 p.m.

Board Education: Sonny was present to provide a Q&A session with the Board to review the results of the 2020 financial audit that was recently performed. Sonny advised that he did not encounter any major red flag issues and that all areas/criteria of the audit checked out with no concerns. Sonny did provide some recommendations to the Board that they may want to consider, for future years.

Secretary's Report: The September 20, 2021 minutes were presented and reviewed. After discussion there was one change that had to be made, in-terms of wording. Rob made a motion to approve the minutes with the (1) correction to be made. Seconded by Judie. Unanimous.

Treasurer's Report: The August 30, 2021 financials were presented and reviewed and unanimously approved by the Board.

- The September 2021 Financials were not available at this meeting. They had not been provided to the CAM by the GL accountant at the CSSC in Texas.
- 2022 Draft Budget
 - 1.) The Board is tasked with approving the 2022 Budget before the end of October, which will include determining the amount of the dues increase for 2022. This is a crucial step, so that the Notice of Annual Meeting can be mailed out by November 1, 2021.
- There are (2) delinquent accounts that the Board asked CAM to attempt to contact (1) time by both phone and/or email if no contact is made, CAM will forward both accounts to the Association attorney for collection.
- CAM also provided info to the Board as to the status of the bank accounts and that funds were low in both the Operating and Reserve accounts. The Board discussed all the upcoming projects/expenses that may be coming due and the need to pull funds over from the Association's Asset Mark Investment Fund. Jon made a motion that the Board transfer \$15,000 into the operating account from Asset Mark, this transfer will not be repaid to the Asset Mark Account, it will be a one-way transfer. With no objections, Rob seconded the motion. Motion was carried. Judie and Jon will work on the necessary paperwork and steps needed to complete the funds transfer.

Management Report:

1. Action Items & Annual Calendar: Provided in the packet and reviewed during the meeting, there will be a few updates to be done. Revised reports will be provided to the Board.

Old Business:

- a. **2022 Balcony Deck R&R Project:** Warner Concepts advised CAM he was not sure what was being requested. CAM responded back via email and detailed out what components needed to be broken out by line item. Once CAM gets this list, Board has directed CAM to work with legal counsel to review the M&I chart and compare to come to solid conclusion on balcony deck maintenance responsibilities.
- b. **2021 Aurora Water Irrigation Audit Results:** These results have been provided to both Emerald Isle (The current contractor for the Association.) as well as Denver Sprinkler, an independent irrigation company who agreed to review the report and provide their recommendations on repairs and costs. Once CAM receives these reports back from both vendors, they will be presented to the Board.
- c. **Stand Alone Flooring Policy:** CAM was advised by legal counsel that the estimated cost to create a stand-alone flooring policy would be around \$250.00. This was relayed to the Board via the Action Item List.
- d. **2021 Asphalt Maintenance-Rose Paving:** As of the date of this meeting Rose Paving had not yet scheduled the approved pot hole repairs and asphalt crack filling. CAM to follow-up with project manager.

New Business:

- a.) **2022 Reserve Study Proposal Review:** CAM provided the Board with (3) proposals for a 2022 Reserve Study, the community has never had a reserve study completed before. A motion was made by Judie to approve the Full Reserve Study with On-Site Inspection for \$1699.00 by McCaffrey Reserve Consulting. After a brief discussion, Rob seconded the motion. With no objections, the motion was carried. CAM will send the proposal to the Board President for signature.
- b.) **Ground Engineering Proposal:** CAM provided a bid from Ground Engineering, after AOC was sent out to look at the existing concrete block wall and accompanying black iron fence running parallel to Iliff Ave. The proposal is to have Ground go out and perform a structural evaluation and provide a follow-up report with their recommendations on next steps and a possible fix that the Board will review once the report has been provided. Jon made the motion to accept the proposal at the cost range of \$1200-\$1500.00. Rob seconded the motion. Motion was carried.

Next Meeting: 2021 Annual Meeting November 15, 2021 at 6:00 pm, via Zoom

Adjourn: Having no further business to discuss the meeting was adjourned at 7:38 pm.

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