

Board Meeting Minutes

6:30pm on April 20, 2023 via Zoom



The meeting was called to order at 7:02pm with all Directors in attendance: Roger Liermann, Madisen Kellogg, DG Garcia, Janine Baxter, Jaimie Klemo
Also in attendance: 2 homeowners and Rockwood PM representatives Gil Pierce and Melissa Owens.

Meeting Minutes of 3/16/23 were unanimously approved.

OLD BUSINESS

Insurance Claim Update

- Investigative siding and window removal was performed on building 25 (via a vacant unit), certain sections of siding is old and brittle making it complicated to remove without damage. Having completed the destructive testing, a scope of work can be compiled based on what's "covered" by the insurance adjustor. Once the Board receives the cost, it can determine the next steps. However, the adjustor estimates the resolution of this claim could take 1-2 years; the work is not expected to be completed this year.
- Regrettably, there's been a product recall on the material just installed on the carport roofs. At no cost to the HOA, roofing for 3 carports will be replaced.
- Of the painting proposals submitted to the Board, Prebble Painting is the most economical at \$8500. RPM will attempt to submit the invoice under the insurance claim but if it's not covered, it will be a reserve expense. Gutters have already been removed and will be installed once roofing and painting has been completed. The HOA retained \$20k from the previous painter in order complete the previous scope of work and repair damages (to the grass) caused by
- Spa and Fitness Center will be closed intermittently due to roofing of the building. RPM will draft a notice to post onsite and send via email.

Upon a motion made and seconded, the Board elects to engage Prebble Painting. In the amount \$8500.

NEW BUSINESS

Dues/Grace Period Discrepancy: the CCR states that late penalties can be imposed after 10 days. Since the inception of the HOA, prior to turnover from the Declarant to the Homeowners, a decision was made to allow a 60 day grace period. The Board cannot impose a more restrictive grace period but may allow additional time, as it has since 2010. However, the existing governing documents conflict and so the Board reviewed its options to standardize all documentation with current operations. DG made the *motion that the Board direct RPM to draft the policy language that reaffirms the existing procedure that allows for a 60-day grace period and points to the CCR restriction, which is more restrictive than the existing procedure. Seconded by Roger. DG, Madisen, Janine and Jaimie voted to approve the motion. Roger voted no on the motion. Motion passed with a majority vote of 4-5.*

Financial Protection / Operating Accts Over FDIC Limit: The Board discussed moving funds from the AAB reserve account to other institutions to bring the account under the FDIC limit. However, a significant portion of the funds (\$450k, of which \$203 is insurance proceeds) will be paid out to contractors for work covered under the insurance claim. Gil will inquire with Gesa for investment account rates and Madison will share the figures she's collected for the Board to consider and approve via email.

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Ground Floor Dog Policy: at the last meeting the Board directed RPM to send notice to several owners regarding their tethering to the patio of ground floor units. Members are reporting violations and CC&R enforce is happening when notified or noticed during inspections.

Capital / Reserve Projects

- Pool spa sand filter replacement bids were submitted to the Board for consideration. Many of the existing pool elements are outdated and require updates and so existing pool sand filter is not longer working and needs replaced. *Upon a motion made and seconded, the Board approved the Agua Elite proposal in the amount \$4445.*
- Curb repair proposal for 2 different areas (building 18 & 23) was reviewed in the amount \$2772. Upon a motion made and seconded, the Board approved the proposal submitted by NW parking Lot Services.
- The clubhouse/pool access system is past its useful life and scheduled for replacement this year per the Reserve Study. Upon review and discussion of three proposals, the Board ultimately determined that a fob system purchased and installed by a single contractor will serve the Association best. Currently, the Association has limited control in tracking who is accessing the system and when. The Board tabled this matter in an effort to save money based on our current financial.
- Consequently, the Board tabled further review of the security camera proposals until it feels more comfortable with the Association's financial situation.

Financial Review Committee

Dg presented a draft committee charter for consideration by the Board. The Directors provided feedback and will consider a final draft via email upon revision. Once the charter is approved, Roger will contact the committee members to discuss next steps.

Architectural Review Applications

Board discussed when reviewing applications that are dealing with decks and improvements that may have an effect on the neighboring units that the application have written approval form all parties involved. RPM will communicate with the current decking applications accordingly.

The Board wishes to add a requirement to the ARC form to obtain a permit for required work.

Due to the lateness of the meeting, Melissa Owens and Jaimie Klemo had to leave.

Dg Garcia motioned to adjourn the meeting and to continue to the next scheduled meeting items: V section g, h, and i.

Roger seconded the motion, no discussion, all signaled by saying Aye and the meeting was adjourned at 9:43 PM.

Respectfully submitted,
Melissa Owens, CMCA, AMS
Association Admin, Rockwood PM