

Board of Directors Meeting Minutes

2pm pm February 8, 2024 @ 7027 N. Dubuis Dr. (Greenstone Model Home)



The meeting was called to order at 2:06pm with all Directors present:
Ryan Crosby, Ryan Carrie, Mary Hammerly, Tony Delio and Sally Gidlund

Also present were Melissa Owens (via teleconference), Dori Bush and Vaughn Dieter of Rockwood Property Management

8 Homeowners were present at the call of the meeting.

Ratification of Board Decisions made by unanimous consent since the last meeting:

The following accounts requested and were approved for a fee waiver:

CDAS00416, CDA170112, CDA000405, CDA130207, CDA140106, CDA270209

Board Meeting Minutes of 11/2/23 and **Financial Reports through 12/31/2023** were adopted unanimously. The 12/2023 Financial Report requested Board directive regarding 6 accounts pending collection turnover: CDA000316, CDA000502, CDA001119, CDA001303, CDA040204 and VIL030310. Melissa reached out to both CFS and VF Law to inquire about the collectability of acct# VIL030310; both organizations feel confident that the collection can go forward because the recent bankruptcy filed by the owner/debtor was dismissed by the Court. Upon a motion duly made and seconded, the Board votes unanimously to turn the accounts over to CFS (Chapman Financial Services).

OLD BUSINESS

Reserve Study Bids: tabled pending further review of the proposals for Level 1 Reserve Study. In the interim, Vaughn will solicit sample studies from each of the bidders for the Board's consideration.

NEW BUSINESS

Decisions by Email: Melissa reviewed Bylaws Article 3.9 with the Board, which states that any action subject to the Board may be taken outside of a Board Meeting provided that all Directors agree in writing. The Board discussed practical applications and will continue to follow Article 3.9.

Bylaws Amendment / Add Vigne Blanch to Collection Policy: the Board reviewed the draft presented by RPM and requested several edits, which will be made and sent by email for final approval.

2022 Audit Update: RPM's controller is finalizing the adjustments necessary to track retained earnings for each cost center and once complete, the draft audit will be sent to the Board for review and final approval.

2023 Audit Engagement / Newman & Associates: tabled pending completion of the 2022 Audit.

The next meeting will be held at 2pm on 4/18/24 in the model home.

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HOMEOWNER FORUM

The Members present submitted the following questions/comments:

- Enforcement inquiry RE basketball hoop violations received on Bonnaire Lp. Expressed frustration because they were unable to reach Dori by phone prior to the meeting. *Dori is in the field inspecting several days per week and so the fastest way to make contact is via email. If a phone call is preferred, please provide the best time to call in your voicemail or email for Dori.*
- Common area tree maintenance along Ramsey; member requested that additional funds be allocated for maintenance and possible removal. *The trees in question are maintained regularly but to ensure there's no misunderstanding, RPM requested that the owner send a google pin of the area in question.*

Parc Rose residents presented the following questions/concerns:

- Request for the name, contact info and job description of RPM staff. *Members that wish to contact RPM are encouraged to call the main number then navigate the phone tree to reach the appropriate party OR reach out through the appropriate mechanism under the Contact Us tab at www.cdaplacehoa.com.*
- Request for prior owners to be removed from the drive gate directory. *The HOA's current system is dated and does not allow for easy entry/changes and so RPM is working with DoorKing to update and implement a better solution. Once functional, Vaughn will assist with reconciling the resident list.*
- Are owners required to occupy the home for 1 year upon purchasing? *That is a sales requirement imposed by Greenstone. After the first sale from Greenstone to homeowner, this requirement no longer applies. The HOA cannot impose such a requirement without a vote of the entire community (not just Parc Rose).*
- Inquiry RE enforcement and how best to report. *All violation reports should be sent to Dori by email or via the violation report form under the Contact Us tab on the website.*
- A resident owner will send a list of rentals to Dori for enforcement purposes.
- Request for additional speed and/or stop signs. *Signage is controlled by the City of CDA; members who wish to see additional signage installed are encouraged to contact the City directly.*
- A resident owner provided a packet of information RE alleged violations and/or safety concerns for the number of rented units and children playing basketball in the street and/or driveways. *Meeting attendees were reminded that while the smaller, gated communities are built to serve the aging population, there are no age restrictions at CDA Place. The requested enforcement could subject the Board/HOA to claims of discrimination based on age and so without a clear violation of the governing documents, the Board cannot take further action to eliminate the behavior.*
- A scope of services for the \$2200 landscape budget of GL 6890 was requested. *Vaughn explained that planter bed maintenance, pre/post-emergent weed spray, up to 3 hand weeding, and pruning are included in that budget, but the annual expense will vary based on conditions. Regardless, the HOA never pays for work that isn't done.*

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- Inquiry RE remove or trim back bushes at stop sign approach to provide for better visibility. *The area in question has been maintained according to the budget and community standards but the beds are nearing the end of their useful life and will require major repair/replacement in the near future. Once the reserve study is complete, we will know the exact amount budgeted for this line item and can begin soliciting bids to complete the work.*

With no additional business rightfully brought before the Board, the meeting was adjourned at 4:02pm.

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