

# *Camelback Village Condominium Association*

## **Board of Managers' Meeting Minutes**

### **September 1, 2020**

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Due to the COVID-19 Safer at Home order, the Board of Director's meeting was held by telecommunication and called to order at 6:00 PM. Present were as follows:

Lauren Hawkins	President
Sean O'Brine	Vice President
Kurt Schroeder	Secretary
Al Paton	Treasurer
Shaun Dougherty	Director at Large
Derek Patterson	Property Manager

#### **Owner's Forum:**

Mr. Dougherty read a letter submitted by Mrs. Keller with concerns about landscaping, wildfire mitigation, pets, Common Area owner adoption and a resident directory.

#### **Secretary's Report:**

The July meeting minutes were approved as submitted.

Mr. Patterson presented the **Finance** report.

The current assets as of July are \$116,267.59. The Association was \$7,206.00 over budget on Operating Expenses. The Income and Expense Comparative Statement and the History of Checks with Invoices reports were reviewed. Reserve funding is short due to the operating overages this year (primarily Snow Removal, General Maintenance & Repairs and Legal Expense).

The Aged Receivables report was reviewed. It was noted that partial payment has been received for Units 2901 B and D.

#### **Manager's Report:**

The 2020-2021 Project List was reviewed. All current Reserve expenses for the year were reviewed, and projects that have been approved but are not yet completed (4 in total).

Bids were reviewed for re-roofing options of the shake shingles on Building 2917. It was agreed to pursue metal options for the top angled portion only.

There was discussion on the new TPO flat roof for Building 1 (planned to be completed in the spring of 2021). It was noted there are 2 remaining flat roofs to be done, which are tentatively scheduled for 2022 [Buildings 5 and 7 – current pricing at \$129k]. Pricing for Building 1 currently is \$107,389.16 which would be a \$1,700.00 Special Assessment. It was noted that a final bid will be obtained closer to the project to determine if material costs will be more. After further discussion, a motion was made to approve the assessment with a payment timeline from October 1, 2020 to April 1, 2021 (6-months). The motion carried 5-0 in favor.

Mr. Patterson reviewed a new 6-year Reserve Expense Projection spreadsheet. It was noted there are 24 furnaces that are more than 20-years old, 46 a/c units more than 20-years old and 6 hot water heaters more than 20-years old. It was noted that to have them all replaced within 5-years would require roughly \$55k per year being spent on just these 3 items. It was noted that the primary focus needs to be on increasing Reserve funding if possible.

The 2021 draft budget was reviewed. All line items were discussed with a question and answer period. All current services are provided for and a Contingency line item is still being funded. The budget shows an increase of \$15/month just to balance the budget. Reserve funding is a concern, but the funding rate will stay the same as 2020. Note: if the Contingency line item is not used (\$4,613) during the year, that amount is transferred to Reserves. After discussion, a motion was made to approve the budget as submitted which carried 5-0 in favor.

### **Old / New Business:**

The vendor who was awarded the trash enclosure contract went silent and never responded to multiple requests for when it would be installed. The contract was rescinded. Other fencing vendors have been contacted and it was stated there is a cedar picket shortage ... Board members will try and purchase the needed pickets and the structure/gate will be built by another vendor.

There was a recent water valve leak at 2905 A which turned out to be a leaking hot water line for the washing machine; but the valves were covered over with drywall. The water leak was minimal, and the home was dried out.

The owner of 2941 A reported the floor was angled and there was a drywall and mortar crack at the fireplace and inquired in there are structural concerns. An engineering firm inspected the home and found no deficiencies. Interior repairs were performed, and the home will be monitored.

The updated Owner Directory was reviewed.

A bid will be sought to install new concrete at the main entry (south side) where heavy trucks have buckled the asphalt.

It was noted that any future ACC requests for Common Area modification will be reviewed by at least 2 Board members prior to the review.

The next meeting will be the Annual meeting, set for September 29, 2020 at 6 p.m. which will be held by Zoom.

There being no further business adjourned at 7:40 p.m.



Derek Patterson  
Property Manager