

## Mesa Ridge Townhome Association

A meeting of the Board of Directors for Mesa Ridge Townhome Association was held October 30<sup>th</sup>, 2023 at 6 PM via ZOOM.

1. Roll Call
  - a. Dani Wesolowski (Absent)
  - b. Joan Hollerbach (Present)
  - c. Michelle Adamson (Absent)
  - d. Andrea Dazzi (Present)
  - e. Adam Ford (Present)
  - f. Laura Brown, HOA Manager Property Professionals (Present)
2. Verification of Quorum - With 3/5 board members present, a quorum was not established.
3. Call to Order - The meeting was called to order at 6:07 PM by Dani Wesolowski.
4. Approval Action Items:
  - a. A motion was made by Joan Hollerbach to approve the meeting minutes from 8.17.23. Seconded by Andrea Dazzi. Passed unanimously.
5. Management Update – Cole Willard with Mountain West
  - a. Management presented the Board of Directors with a proposal from Daly Property Services for snow removal. The Board is looking for volunteers to be “court managers,” who will be responsible for monitoring snow accumulation on each court (North, South, West, and East). Management will put together roles and responsibilities for the court managers, to include maintenance projects in the Spring and Summer. Joan volunteered for West and Andrea volunteered for South. Lisa Mancuso would like additional time and focus on her driveway, which is the steepest. Andrea would like confirmation on if the snowplow contract is a per instance vs. the whole season. Management confirmed that the contract is based on 3” of snow, \$165 per vehicle for plowing, hourly rate for shoveling, and loader work (including gravel, sand, ice melt).
    - i. A motion was made by Joan Hollerbach to approve the proposed contract from Daly for the 2023-2024 snow season. Seconded by Andrea Dazzi. Passed unanimously.
  - b. Management presented the Board of Directors with estimates for gutter cleaning and sealing from Kevin Long (\$10k) and Mr. Seamless Gutters (\$14k) for all 85 units.
    - i. The Board would like Kevin Long to perform gutter cleaning and sealing of priority gutters only, including gutters that are near large trees.
6. Financial Report
  - a. Joan presented YTD financials, including delinquencies in the amount of \$9k (4 owners).
  - b. The exponential increase in building costs and labor will affect all capital expenditures including roofing, concrete, and exterior work.
  - c. Joan would like the Board to consider the proposed amendment to the CCRs reflecting insurance to reduce our insurance premium and the return of 10-15k, which has been paid and was not budgeted.
7. Insurance Policy Review
  - a. Joan discussed the specific language in the CCRs reflecting owner vs. Association coverage. The increase in the policy held by Mesa Ridge was reviewed by our new insurance provider and the underwriter is requiring the Association to cover all property, exterior, and interior coverage for everything, except personal property because the documents are “too vague.” The policy increased from \$46k to \$65k, which was not expected or budgeted.
  - b. Joan states that most owners already have coverage for their interiors and not just a renter’s policy, and the HOA should only be responsible for exteriors and common areas. A question of

maintenance and responsibility for boilers, hot water heaters, furnaces, and appliances needs to be clarified by our new insurance company.

- c. Joan would like owners to know that if the HOA is responsible for all interiors and exteriors of units, one-story homes will be paying the insurance for the two-story homes.
  - d. Joan made a motion to approve the amendment regarding insurance that was drafted by legal counsel to reflect clarification on unit vs. Association coverage and responsibilities as required by Community Association Underwriters, who currently holds the policy for Mesa Ridge Townhome Association. Seconded by Andrea Dazzi. Passed unanimously.
8. Committee Reports and Updates
    - a. Architectural Chair (Kevin Long) – No report at this time.
    - b. Battlement Mesa Service Association (Adam Ford) – No report at this time.
    - c. Welcome Committee (Cyndy Hallford, Cyndi Powers, and Joan Hollerbach) – No report at this time.
  9. Old Business
  10. Owner Open Forum
  11. New Business
    - a. Michelle Adamson has resigned from her position on the Board of Directors. With no candidates present, this position is now vacant.
  12. Motion to Adjourn - There being no further business to come before the Board, Joan Hollerbach made a motion to adjourn the meeting at 7:14 PM. Seconded by Andrea Dazzi. Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager  
Property Professionals