

**Crestone Mesa HOA  
Board Meeting  
September 25th, 2023  
Peggy Kane's Home**

**Present:** Board Members—Peggy Kane, Kelly Landau, Gail Franke, Erin Hunter (remote attendance) and Kathi Belyea

**Call to order:** Meeting was called to order at 8:35 AM.

**Order of Business:**

**Fence Repair** – Fence repair was once again a topic of conversation. Based on previous research, it is much more cost effective to proactively repair the fence posts as opposed to fixing them once they have deteriorated. Going through winter seasons also poses additional risk. Based on a bid received, the cost to proactively repair would be approximately \$125 per post. To replace a post once it has failed would be in excess of \$500 per post. There is a contractor that has agreed to do this on a piece meal basis. He would do this working weekends only. The estimated end cost based on the number of posts (and their current condition) would be approximately \$7,000.00. This approach would draw out the project and would present risk of future post failures. In addition, the 2023 budget for this has been fully utilized.

It was agreed by all, that the total cost of this project should be accounted for in the 2024 budget. To accomplish this, underutilized budget categories will be reviewed and possibly re-allocated to fence repair. Reserve funds could also be utilized. Based on the time line of the current bid (weekend work only), it was determined that it would be prudent to seek out bids from other contractors that will complete the project in a reasonable time frame.

**Financials** – Kelly advised that Serena posts quarterly updates to the Financials. They are available to all Board Members for review. Kelly also maintains spreadsheet data on all expenditures. During the discussion, she also indicated that several budget categories were significantly under-utilized. It was determined that the upcoming Budget Meeting should include a review of each budget category along with the historical usage of the funds.

**Budget Meeting** – A Budget Meeting has been scheduled for October 26<sup>th</sup> at 8:30 am. The meeting will establish the budget for 2024 and include a review of all budget categories with respect to historical usage variances. Peggy requested that we specifically look at “inspection of backflow” to see if it can be included with “Utilities”. It was also suggested that we could look at decreasing the Landscape Upgrade Account with an associated increase to Landscape Maintenance. The Fence project will also be included in the Budget.

**Sprinkler Blowout-** Sprinkler blowout for fall 2023 has been scheduled and will be completed at the end of September/early October. It will be necessary to secure a new contractor for the future. The existing contractor, Brandon, will be moving from the area. Peggy suggested that Brandon may have a contact for us which she will explore. In addition, it appears that the neighborhood snow plow contractor also provides this service.

**Website** – Erin recommended that the website be revised so that it is password protected and accessible to Residents and Board Members only. All Members agreed that this would be beneficial. Kelly has offered to look into this further.

**By-laws Review** – Erin has agreed to review the By-laws. Erin posed a question regarding what Attorney was used in the past. Peggy will look into this. It appears that there are some items to be removed. For example, it shows that \$200.00 is due at close from all property owners. This has not been happening, and it was determined that this should be removed from the By-laws.

**Board Members Duties Review** – Peggy asked if all members were in agreement with the responsibilities of their Board positions as shown in the By-laws. It was agreed that two items should be removed from the Secretary description. These include a reference to State of Colorado annual registration, and keeping of the corporate stamp or seal of the Association. Kathi will email these items to Erin. Kelly also indicated that she wanted to review the Treasurer responsibilities and will email Erin regarding any changes.

**New Resident Information** – The Association is required to provide new residents with HOA Documents. Erin recommended that we have a way to provide them documentation via website access. She will confirm that we can satisfy this requirement on-line. Kelly offered to put all of the updated documents in a PDF for those residents that prefer a hard copy. It would be Kathi's responsibility to provide the hard copy documents to new residents if their preference is a hard copy.

**Landscaping Regulations** – Peggy will send out the official landscaping regulations to all residents (as per declarations 3.1.3).

Meeting was adjourned at 9:50 AM

Minutes submitted by Kathi Belyea, Secretary