

Carlson's Ridge Homeowners' Association

Board Meeting

Open Session – Officers' Report

June 24, 2021, at 6:30pm

ATTENDEES:

Board Members: Terry D'Andrea, President; Bob Macklin, Vice President; Kathy Schatteman, Treasurer; Robert Rainey Director.

Unit owners in attendance:

16 CRC, 23 CRR, 31 CRR, and 39 CRR.

REI Property & Asset Management, J. Kent Humphrey & Crystal Koplak.

CALL TO ORDER:

Meeting was called to order at 6:36 pm by Crystal Koplak.

PROOF OF NOTICE:

Proof of Notice was unanimously approved, motioned by T. D'Andrea and seconded by K. Schatteman.

PREVIOUS MEETING MINUTES:

T. D'Andrea motioned to approve the minutes of March 25, 2021, with one correction. Open discussion: 31 CRR "caretakes" to caretakers. seconded by K. Schatteman. Motion was unanimously approved.

FINANCIAL REVIEW:

K. Schatteman reviewed the May 31, 2021, financials stating the following:

- Year to date income is \$153,588.
- Year to date expenses of \$122,866
- Operating and Petty Cash Accounts \$77,200
- Reserves totaling \$301,996.
- YTD Interest Income \$883.

CORRESPONDENCE:

No correspondence was discussed.

COMMITTEE REPORT:

- Garden Club – Terry D'Andrea
 - The pinky winky hydrangea are doing well.
 - A special thank you went out to the individual(s) who realigned the boarder stones.
 - The common area which was reseeded is growing as expected.

OFFICERS' REPORT-Terry D'Andrea / OLD/NEW BUSINESS:

- Spring Walk Around
 - Board completed the spring walk around and owners were notified of maintenance items that were required to maintain to meet community standards. For example: fading shutters; rusting chimney caps; deteriorating precast steps/stoops and rusting railings.
 - Upon inspection the gazebo roof does not need maintenance.
 - Winter damage resulting from snow removal this past season was limited to asphalt curbing which will be repaired in fall by 4Star. They do not anticipate curb repair to greatly impact the budget.

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- Asphalt repairs of driveways and roads will be done by 4Star in the fall.
- Split rail fencing continues to be repaired as needed.
- Entrances to all units were examined for rot and painting, R. Rainey assisted Ralph Manning on this project. The HOA completed minor maintenance repairs (painting of wooden posts & trim). Unit owners were advised of repairs that are their responsibility.
- Landscaping Maintenance/ Tree Trimming
 - Tree trimming/pruning is to take place as the ground hardens to minimize tire damage to lawn.
 - K. Schatteman and Bartlett Tree reviewed all trees and prioritized service to stay within the associations budget.
- Lawn Maintenance –
 - C. Flanagan monitors NaturalLawn's fertilization and weed control treatments.
- Power Washing –
 - 12 buildings - #49 CRR through #79 CRR and #2 CRC through #16 CRC plus the front entrance fencing were completed.
- Vent Guard – dryer vent cleaning
 - Will be scheduled by REI in Sept.
- Gutter Cleaning
 - Schedule for late November or early December depending upon leaves falling.
- Landscaping/Snowplowing – We have a new contract from Bruzzi for snow plowing and landscaping for 2022.

ONGOING ISSUES

- Catch Basin Cleaning –
 - Annually the Board monitors the sump buildup in the catch basins.
- Ice Damming –
 - Board will monitor snowstorms and snow buildup on roofs during the season. Sergio Roofing will be contacted to rake the roofs as determined by the Board.
- Issues to be revisited:
 - Entrance Signage –
 - Sign light – Board currently replaces bulbs as needed and investigating alternative lighting sources.
 - The Board cleaned the sign improve its appearance.
 - Due to fading the sign is scheduled to repainted in 2022.

OPEN DISCUSSION:

- Attendees did not comment.

ADJOURNMENT:

- Meeting was adjourned at 6:52 pm by a unanimous vote motioned by Unit 39 seconded by R. Rainey.