

# Carlson's Ridge Homeowners Association

c/o REI Property Management

## ANNUAL OWNER'S MEETING

October 19, 2021

Teleconference Meeting Via Microsoft Teams

### ATTENDEES:

Board of Directors: Terry D'Andrea – President; Kathy Schatteman – Treasurer; Charlie Flanagan, – Vice President and Bob Rainey – Director  
30 Units were represented 2CRC, 6CRC, 16CRC, 21CRR, 23CRR, 27CRR, 28CRR, 30CRR, 31CRR, 33CRR, 37CRR, 39CRR, 43CRR, 47CRR, 53CRR, 55CRR, 61CRR, 65CRR, 67CRR, 69CRR, 71CRR, 75CRR, 77CRR, 79CRR, 6CRW, 10CRW and 12CRW.  
Representing REI Property and Asset Management: Crystal Koplak

### CALL TO ORDER:

Meeting was called to order at 4:32 pm by Crystal Koplak.

### ROLL CALL/SIGN IN:

Unit Owner 43CRR motioned to accept the roll call. Unit Owner 28CRR seconded the motion. All present approved the motion.

### PROOF OF NOTICE:

Unit Owner 43CRR motioned to accept the meeting notice as presented; Unit Owner 24CRR seconded the motion. All present voted in favor of the motion.

### READING OF THE MINUTES:

Unit Owner 43CRR motioned to approve the annual meeting minutes from October 19, 2021, as presented; Unit Owner 71CRR seconded the motion. All present voted in favor of the motion.

### REPORTS FROM OFFICERS:

Due to time constraint no report was given by the board at this time.

### RATIFICATION OF 2023 ROOF ASSESSMENT:

T. D'Andrea presented the 2023 proposed roof assessment. There are currently 10 roofs that still need to be completed. The Board proposed a one-year assessment of \$3,600.00 per Unit in 2023. The assessment would total \$172,800.00.

\$149,394	Estimated opening balance in Reserves 1/1/23
172,800	special assessment
47,413	annual contribution
<u>-165,000</u>	Roofs; 5 @ \$33,000+-
<b>\$204,607</b>	<b>Reserve Balance as of 12/31/23</b>

\$204,607	Estimated opening balance in Reserves 1/1/24
52,154	annual contribution
<u>-170,000</u>	Roofs; 5 @ \$34,000+-
<b>\$ 86,761</b>	<b>Reserve Balance as of 12/31/24</b>

# Carlson's Ridge Homeowners Association

c/o REI Property Management

## **All roofs replaced**

<b>\$144,130</b>	<b>Reserve Balance as of 12/31/25</b> (\$57,369 contribution)
<b>\$207,235</b>	<b>Reserve Balance as of 12/31/26</b> (\$63,105 contribution)
<b>\$276,650</b>	<b>Reserve Balance as of 12/31/27</b> (\$69,415 contribution)
<b>\$353,007</b>	<b>Reserve Balance as of 12/31/28</b> (\$76,357 contribution)

The 2020 Reserve study estimated major road repairs in 2029.

The Board responded to several questions, comments, and concerns from the attendees regarding roof replacement assessment:

- Recommendation of a line of credit be secured to complete the remaining 10 roofs.
- Recommended a quote on shingles from Northeast Lumber, Rings End and Metro Roofing for a total cost for all the shingles now vs. the spring of 2023 when they will increase in price.
- Recommended completing the remaining 10 roofs next year.
- Recommendation of asking the vendor if they offer any sort of financing if we were to complete the roofs in 2023.
- Stated that patching of the roofs was completed two years ago and requested that once the roof report is completed in the spring that it be shared with homeowners.
- Inquired as to how the roof work is determined.
  - The last ten roofs will be determined by the assessment provided by the contract along with taking into consideration the order in which they had been built.
- Inquired if Bids had been requested and reviewed.
  - Upon the start of the project the Board requested bids from five vendors which four submitted proposals.
- Inquired what the expense would be now with those Units that have porches.
- Advised that maybe a two-year assessment would be more palatable to owners.
- Several owners stated that when the contractors had been taking the ice off the roofs a few years back they continued to pick at the roof which could have cause some of the damage on the roofs.

38 Units represented by ballot or verbal vote. Total count 6 against, 31 in favor and 1 abstention.

Unit 31 CRR motioned to accept the votes as counted, Unit 30 CRR seconded the motion all present approved of the motion. **The 2023 assessment was ratified.**

## **RATIFICATION OF BUDGET:**

T. D'Andrea presented the 2023 budget, showing no increase in common fees for 2023. Questions regarding the increase in administrative fees with reference to the management fee. The Board advised that due to the decrease in interest by residents of the community they met with several management companies and choose to continue with REI with full services.

Several of the owners were concerned with having a full-time management company vs. being able to contact a member of the Board. Owners requested a full list of the service which REI is providing based on the contract.

Unit 31 motioned to table the proposed budget to be discussed during the next scheduled Board meeting. Unit 43CRR second the motion. All present approved the motion.

# Carlson's Ridge Homeowners Association

c/o REI Property Management

## **ELECTION OF DIRECTORS OF THE EXECUTIVE BOARD:**

Due to the time constraints of the meeting the board elections will also take place during the next scheduled board meeting.

## **OLD/NEW BUSINESS:**

No new or old business was discussed at this time.

## **ADJOURNMENT:**

Unit 61 RR made a motion to adjourn the meeting at 5:55pm. Unit 24 RR seconded the motion. All present voted in favor of adjourning the meeting.

Respectfully Submitted,  
REI Property Management – recording the minutes

Next meeting will take place on December 8, 2022, at the JCPP Small Conference Room beginning at 2pm.