

CRAIL CREEK CLUB (CCC)

Board of Directors Meeting

Tuesday, December 12th, 2023 at 3:00 p.m. MDT

Open Meeting Minutes

Attendance

Board members in attendance were Chuck Buker (CB), Bruce Pallante (BP), Max Scheder-Bieschin (MS-B), and Kirk Weber (KW). Also in attendance were owners Charon Warwick-Canning (CW-C) and Larry Karban. For Hammond Property Management (HPM) in attendance were Scott Hammond (SH), Ryan Welch (RW), Maria Locker (ML) and Blair Hartley (BH).

Approval of Minutes

A motion was made to approve the minutes from October 14th, 2023 as presented. All were in favor and the minutes were approved unanimously.

Treasury Report

Max thanked Maria for circulating the financials and having them posted. Max reported that Doug Shanley has adjusted some budgeted line items for seasonality which is why some lines show zero budgeted at this point in time. The exact methodology of seasonal adjustments will be reviewed and evaluated versus simple unadjusted monthly budget. "Repairs and maintenance line items" are to include the drainage work performed this past fall. Max will ask Doug to clarify profit and loss statement which is incorrectly noted as "accrual basis". Taxes will be filed on a calendar year and books will be kept on a fiscal year of Aug 1st-July 31st.

Ryan McDonald made his second (Dec 1) payment per the agreed upon payment schedule. His next payment will be due March 1, 2024. It was agreed to have Chuck send a courtesy letter to Ryan McDonald reminding him that interest on the balance due has increased from 6% to 15% beginning Dec 1, 2023 and that there is no penalty for prepayments per our agreement.

HPM Management Report

- Gutters were cleaned throughout the campus
- Repaired concrete entry steps at #38 with the Sika 122 plus mortar as a trial. It looks good and we will see how it performs through the winter before using other steps that have settled (see photo below). There are no plans to jackhammer out the steps that have settled over the 20+ years as it would be very expensive and there are no significant safety or structural concerns. The photo below shows the repair and localized settling.



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- Performed annual fire suppression testing 12-30. Waiting on written report.
- Trimmed aspen branches from chimney area on unit #37
- Removed abandoned TV cable at drainage ditch by #80
- Removed unused hot tub wires at #68
- Turned on heat tape around campus
- Lake Glass replaced broken windows from golf ball at unit #68.

- Landscape committee will meet with Ryan after the holidays to discuss the scope of work identified on the task list that will require an arborist or other contractors . The landscape committee will manage this with Ryan and update the board as needed.

Deck and Stair Project update

There is still about \$5,000.00 worth of work to be completed in order for Brian Lapka to collect retention funds that have been withheld (about \$75K). Todd is working with Brian to complete this work in a timely manner. Materials are in for the privacy fences that were not at the 8 foot specified length. Unit #38 deck board spacing is one of the more expensive items remaining for Brian to correct. The tile repairs on building 12-30 steps have been completed and look great. Building 37-55 steps will be done when weather permits next Spring completing all tile repairs on campus.

Roof Update

Jack Pearson, a roofing specialist who provided a detailed proposal to evaluate the roof systems and winter leaks, has been engaged to complete a roof study. This proposal includes placing sensors on the roofs to collect data. This winter's data along with previous engineering proposals will be used to evaluate options to reduce or eliminate leaks. Jack will present CCC board with roofing recommendations which will be shared with owners. One owner suggested consideration of metal roofs rather than cold roofs long term. All options are on the table for short- and long-term solutions.

CB met with outside counsel to discuss a potential warranty claim against the prior roofing contractor. CCC is to submit detailed expenses and other data associated with roof leaks with the help of Doug Shanley and Hammond Property Management. Several legal strategies will be evaluated with outside counsel to estimate the likelihood of success, legal costs and ability to recover settlement (if successful).

New Business

- Point of thanks-plowing and shoveling are going very well so far
- An owner suggested that the board survey all owners for monthly BOD meeting times. All meetings have been set through July 2024 and will remain as scheduled. Future BOD meetings after the 2024 annual meeting and BOD elections will be set by the new board. That would be the time to discuss the best meeting time schedules for the new board.

An owner once again requested that audio meeting recordings be available. The board reiterated that recordings will not be available. The board has held extensive discussions on this, reviewed it with our HOA counsel who advised against sharing recordings, and voted against sharing audio recordings. That decision has been well communicated numerous times and remains final.

The meeting was adjourned at 3:36 p.m.

Executive Session

Deck and Stair Project

Due to inaccurate invoices from Lapka, we do not have correct information to calculate the final project cost. Todd is working with Brian Lapka to resolve discrepancies.

Reserve Study

A proposal from Reserve Advisors (RA) for a Level 1 reserve study was circulated and approved by all. The cost of the study is \$4650. Chuck will sign an engagement agreement before December 22nd which will secure CCC's on-site visit with RA next May/June.

Stonewalls

There was a motion to keep the same appearance. Following a discussion of pros and cons, all were in favor and the motion carried. Our architect will develop construction grade specifications and drawings to properly rebuild the rock walls and HPM will solicit bids. One owner, whose wall is in bad shape and whose unit is for sale, was briefed and satisfied with the plan and timing. Our target is to begin repairs on unit 91/85 rock wall in the Spring. Funding options will be evaluated once existing reserves and cash flows are quantified.

Gutters

Bids will be obtained for new gutter routes between 2/3 bedrooms. Scott recommended the under-asphalt plan which includes two pipes, heat tape, and cutting of the asphalt to install underground. SH shared a photo of the proposed plan on a similar situation as CCC. The preliminary estimate is roughly \$15,000.00 per building (8 buildings on campus). Electrical considerations for heat tape will be reviewed and cleared through NEW as part of the CCC transformer and distribution load capacity evaluation underway. Clear Creek Construction is completing the work that SH shared and will be asked to bid on CCC. It was suggested to try this on one building and see how it performs over a winter. It was also recommended that other quotes are obtained. Funding options will need to be discussed and shared with owners prior to proceeding.

Beautification/CCC updating

Deb Kane (<https://kanearch.com/kane-architecture-residential-project-list/>), a local architect who worked with Crail Ranch, completed photographing CCC campus prior to the snows. Using these photos, she will develop cohesive exterior plan(s) for our campus, (i.e.-paint/stain/stucco, trim colors, garage doors, exterior lighting, landscaping, etc.) This work will be shared for owner input once completed. Approved recommendations will be part of future budgeting and/or reserves, as appropriate. No money has been spent or approved for Deb's services at this point.

Board Action Items

The action item list was reviewed and updated with current status.

The meeting was adjourned at 4:26 p.m.