

CRAIL CREEK CLUB (CCC)

Executive Board of Directors Meeting
Tuesday, February 13th, 2024 at 3:00 p.m. MST

Attendance

Board members: Chuck Buker (CB), Max Scheder-Bieschin (MS-B), Bruce Pallante (BP), Kirk Weber (KW)

HPM Staff: Ryan Welch (RW), Maria Locker (ML)

Approval of meeting minutes

A motion was made to approve the amended meeting minutes from October 12th, 2023, and the meeting minutes from January 16th, 2024. The motion was seconded, all were in favor and the motion carried.

Property Manager's Report

- RW received an estimate from an arborist to facilitate tree pruning on campus. The estimate came in at about \$45,000. RW stated that there are lots of trees on campus and all are in need of pruning.
- He also received an estimate for installing drainpipes but is still waiting for an estimate from the electrician for installing necessary heat tape. The current electrical system is at capacity and upgrades need to be made to be able to install the heat tapes. NorthWestern Energy will need to be involved, Green Source Electric is working on the NWE application to evaluate CCC transformers and distribution capacity.
- Icy conditions are prevalent on campus, RW placed caution cones around campus
- A pressure reducing valve (PRV) supplying water to unit # 56 & 50 broke due to freezing temperatures. The crawlspace of unit 56 was flooded. RW engaged Newman Restoration to mitigate the damage. Drying equipment is still in the unit but should be removed in the next few days. Cost for replacing the PRV is about \$1,600, RW did not have the cost from Newman for the water mitigation
- BP did some research on PRVs. He thought that missing insulation in rim joists and vents could cause freeze failure of the PRVs. He recommended checking all units this spring and insulating exterior walls and rim joists where necessary to protect common utilities. Note: insulation of floors is a unit owner responsibility and will not be addressed in this work. In addition, the inspection, rebuild or replacement of the 16 PRVs in the 8 buildings will be included in the reserve study since they are already 25 years old. All Board members agreed with the proposed plans.

Deck and Stair Project Update

\$80,000 are being held back to ensure Lapka and Sons will finish the last of the punch list. He received a verbal okay from DCI (engineers) that the securing of the posts was safe but Lapka needs to provide a drawing for them to officially sign off. One privacy fence foundation needs to be redone in the spring.

Financials

MS-B shared financials before the meeting. Seasonal adjustments to the P&L were discussed. He will follow up with Doug Shanley about the implementation of assessing late fees as approved previously by the Board. CB suggested keeping a close eye on cash flow, maintaining an operating reserve for emergencies, and then using any excess funds to pay down the loan to save on interest. MS-B will share Dec and Jan financials with ML to be posted on the website.

Roof Claim

CB received an engagement letter from legal counsel. It is a contingency contract which is favorable for the HOA as cost will be kept to a minimum. Counsel will receive between 1/3 and 40% of the potential settlement.

A motion was made to have CB sign the contract with legal counsel to move forward with the roof claim. The motion was seconded, all were in favor and the motion carried.

Parking Rules

While parking seems to be generally improved this year, there are still isolated problems from some renters and service providers blocking or crowding garage access. Parking infractions can be called in to HPM, they will contact the owner and property manager, if applicable. Also, notices will be handed out to owners who desire them which can be placed on violating cars. HPM noted that photos of infractions showing the vehicle and license plate and date are helpful when talking with owners and property managers. Both unit owners and property managers have been responsive and genuinely working with CCC to alleviate problems.

Reserve Advisors

BP submitted requested information to Reserve Advisors, they are scheduled to do their onsite assessment this spring. HPM noted that several other HOAs will be conducting reserve studies with the same firm this Spring.

The action items list was reviewed.

The meeting was adjourned at 4:30 p.m. MST.