

The Courtyards at Quail Lake Homeowners Association, Inc.

Board Meeting Minutes 14 April 2026

The meeting was held in a Community Zoom Conference Room online. The meeting was called to order at 1730hrs. All HOA Board members are present.

Resident(s) Present: Jim Stroman

Doug Martin	President	Present
MichelleMarie Kinney	Vice President	Present
Phill Watts	Secretary	Late - Present
Ryan Paradise	Treasurer	Present

MINUTES

- Minutes from the March 10, 2026 meeting were not available for approval.

OFFICER & COMMITTEE REPORTS

PRESIDENTS REPORT

- Participated in RowCal's webinar on financials.
 - o Operating account – recommended 3 months of cash for monthly expenses; any additional funds should be invested in CDs or equivalent
 - o We have \$48,000 in our operating account and our operating expenses are about \$30,000/month. We're running a little lean but this also means that we're maximizing our reserve investments.
 - Our operating income is also about \$30,000/month so that gives us a \$48,000 cushion if we have a large, unexpected expense.
- Architectural Control Committee
 - o 3332 Apogee View – There was a motion by Michelle Marie and a second by Ryan to ratify the committee's unanimous approval on March 19, 2026 of the owner's request to replace their windows. The motion carried unanimously.
- Concrete Repairs – Building #2
 - o Phase I - completed in late March
 - o Phase II – soon; saw cutting expansion joints & repainting small spot repairs; these actions will not require closure of the garage area
 - o Total cost of repairs = \$1,245 as opposed to the concrete replacement quotes that we received last year for about \$20,000.
- Concrete Repairs – Building #10
 - o Similar concrete repairs need to be done in the garage area for building #10. We'll see how the repairs in building #2 hold up over the next few months and perhaps do the same repairs within the garage area for building #10.
- Asphalt Maintenance/Repair
 - o Kerry is collecting proposals; submission deadline is April 15
- Stucco Cleaning
 - o Phill, Ryan, and Doug walked the property last week to determine which stucco walls should be power washed in order to improve the overall appearance of our property.
 - o Kerry will be soliciting proposals to see how much this will cost and then the board will make a decision.

- Insurance Renewal
 - o Our insurance policies are scheduled to renew on July 1, 2026. As previously discussed, we will move our renewal date to September 1.
 - o Our agent advised that we let our current policy renew on July 1 and then we can solicit proposals from other carriers.
 - o If we switch from Farmers, we just specify that the effective date is September 1, 2026 and then cancel our policy with Farmers.
 - o RowCal will start soliciting proposals from brokers/carriers in late June/early July
- Willwood Tunnel – goes beneath I-25 near the World Arena
 - o Has been closed for at least 18 months
 - o Asked the City for information on when it will reopen through AskCOS chat on the City's website – *no response as of yet*
- Annual Meeting
 - o requested closest fire station with a community room
 - o Fire Station 16 (Broadmoor Bluffs neighborhood; 4980 Farthing Dr.) has been reserved; max occupancy = 49
- May newsletter - in progress; will send draft to board for comment before it's sent out

VICE PRESIDENT'S REPORT

- Conducted a second walk through of property for areas of improvement. Drainage as the main area of concern.
- Audit. Historical documents missing are an issue in order to conduct a complete audit of HOA.

SECRETARY'S REPORT

- No report

TREASURER'S REPORT –

- Reserve study. Building reserve study based off 2-3 proposals for projects and the quotes associated (asphalt repair, concrete repair, etc.)
- Website. Mentioned yearly invoice from RR Imaging – confirming with Kerry what service they provide for website development/support.
- Finances.
 - o Flex CD is close to maturing. There may be an opportunity to renew it at a higher interest rate.
 - o Income statement.
 - Landscaping & irrigation over budget due to delayed invoices
 - o Total reserve funds. ~215K

MANAGER'S REPORT

- Doug reported that Kerry would be conducting an in-depth property inspection in April

ROWCAL MONTHLY MANAGEMENT REPORT – reviewed

ROWCAL CARE TEAM UPDATE - reviewed

COMPLIANCE REVIEW REPORT - reviewed

OLD BUSINESS

- Declaration of Covenants - Goal is for the final amended version to be posted on the HOA's website for comment/review and then approved by the membership prior to the annual meeting
- Investment of Reserves Policy - Reformatted existed policy with minor changes. There was a motion to approve by Michelle Marie and a second from Ryan. The motion carried unanimously.

NEW BUSINESS

- 2026 Project List – reviewed
- Gutter cleaning proposal. Discussed the need for two gutter cleanings per year versus one cleaning per year. There was a motion by Michelle Marie and a second by Ryan to approve the proposal from CM Robinson for \$2,775. The motion carried unanimously.
- Asphalt Reseal/Repair Proposals – Still in the process of being collected.
- Parking Lines / Fire Lane Painting Proposals – Still in the process of being collected.
- East Gate Access – There was a discussion to consider opening the east gate for regular use. It was determined that it should continue to be used only for fire trucks or other large vehicles as needed.
- Community Cleanup Day. Set for 13 June 2026 from 0800-1200.

OWNER'S FORUM / HEARINGS

- Jim Stroman inquired about additional watering on the property and flowers being put in for area beautification.
 - o Due to large upcoming costs (asphalt/concrete repair), the board decided not to spend money on flower planting this year.

The next meeting will be on May 12, 2026, at 1730hrs, Zoom Meeting.

There being no further business, the meeting was adjourned at 1858hrs.

P.C. Watts

Phill C. Watts
Secretary