

The Courtyards at Quail Lake Homeowners Association, Inc.

Board of Directors Meeting Minutes

September 17th, 2024

The Board of Directors meeting was held in person at Stratmoor Hills Church. The meeting was called to order at 6:01 PM.

Present at the meeting were:

Jim Stroman	President
Janet Marletto	Vice President
Phill Watts	Secretary
Doug Martin	Treasurer
Autumn Clark	Director at Large
Derek Patterson	Property Manager

Before the meeting, a meeting packet was emailed to the Board.

Owners Forum / Hearings:

There were no Hearings.

The owners of 1522 CH inquired about a situation where the HOA's tree vendor said they would prune a tree inside his patio area. The work didn't occur, and then the owner received a violation notice for the same pruning. It was noted that the vendor was not to perform work inside a patio area, as there must have been some misunderstanding. The owner will perform the pruning.

It was noted that any issues with homeless persons should be reported to the CSPD as they have an outreach program to address this.

Secretary's Report:

The August Board meeting minutes were approved as submitted.

President's Report:

Mr. Stroman noted that the speed bumps have been installed, the new drain grate at 1779 has been installed, and the HOA will soon purchase new CDs with ENT for Reserves, which will cost \$150k.

Landscaping Report:

None.

Treasurer's Report:

Mr. Martin and Mr. Patterson presented the finance report. The Balance Sheet, Income Statement, and Cash Disbursement reports were reviewed for August 31st with total Cash assets of \$17,950.36 and Total Reserves of \$207,559.10.

On the Income Statement, the expenses were \$9,161.50 under budget for the year. The Cash Disbursement Report was reviewed.

Reserve funding is on track for the year.

The **Aged** Receivables report was reviewed (the total owed is \$3,502.14).

Manager's Report:

The 2024 Project List was reviewed.

All projects have been completed for the season except the second phase of tree pruning for the fruit trees.

Compliance Notice Report:

Notices issued for July and August were noted. The reviews are generally conducted during the last week of the month, as the week can vary depending on the 30-day compliance period.

Old Business:

The 2025 Management Fee increase one-page contract update was approved and signed.

Mr. Patterson and Mr. Martin have been working on the contract language for the updated Addendum for RowCal, noting changes that would remove the use of RCM for emergency responses or work orders. After a question-and-answer period, a motion was made to approve the final Addendum, which carried 5-0 in favor.

New Business:

It was noted that two (2) buildings have some spalling on the concrete surface, #6 and #11, which were replaced around four (4) years ago. The solution noted was to seal the surface with a product; bids are being sought.

A concern was noted that some units in the community may be renting their homes for less than the allowed 30 days. After reviewing the Covenants, it was agreed to obtain a legal opinion on amending them and make other updates simultaneously (Rentals, Assessment limits, insurance, etc.).

Mr. Martin and Ms. Marletto's terms expire, and they both agreed to run for another term.

The next meeting will be October 22nd, 2024.

There being no further business, the meeting was adjourned at 7:00 PM.



Derek Patterson
Property Manager