Cement Creek Condominium Association, Inc.
Board of Directors

Minutes of Meeting
April 1, 2021

The Board of Directors meeting was opened by Chris Ward at 4:00 PM, MST. This meeting was held via Zoom.
Chris Ward asked for a roll call of Directors present and a verification of quorum:

In Attendance:

Chris Ward
Bob Baker
Charlie Zeiter
Chris Ray
Kurt Sorensen (see note after Item # 2)

Five directors present and thus a quorum established.

Also present was Jordan Stuckey employee of Red Oak Properties, LLC.

1. Proof of Notice of Meeting.

   Charlie Zeiter stated that the Notice and Agenda for this meeting were posted on the association's designated posting wall (in the offices of Cement Creek Condominiums Association) and put on the association's web-site and emailed to each BOD member.

2. Approval of meeting minutes from the meeting held on November 12, 2020

   Bob Baker made a motion to approve the minutes as presented.
   Chris Ward seconded said motion.

   Motion was unanimously approved.

NOTE: Kurt Sorensen joined the meeting at this time.

3. Member Request for Late Fee Mitigation.

   Chris Ward presented that Brian Armbrecht, East River # 2, requested a $50.00 late fee mitigation. Questions were asked of Chris Ward regarding how late Brian's account was. Chris Ward and Charlie Zeiter explained that Brian's account was over 50 days late when the late fee was assessed.

   Chris Ward asked if there was a motion by any Board Member to provide Brian Armbrecht a mitigation of said late fee.

No Motion was presented. Thus, the late fee stands assessed to Brian Arrmbrecht's account.

Charlie Zeiter presented that Hollie and John Giannaula, East River # 1, have requested a late mitigation of $50.00, regarding their January, 2021 dues payment. Questions were asked of Charlie regarding why they wanted a late fee mitigation. Charlie explained that in his conversations with Giannaula, they explained that they thought the dues payments coupons where for information purposes only and that they would receive a monthly invoice.

Kurt Sorensen made a motion to give the Giannaula's an onetime late fee mitigation.
Bob Baker seconded the motion.

Motion was unanimously approved.

4. Request for Pet Policy Variance.

Chris Ward presented that the Giannaula's sent an email requesting a Pet Variance for their tenant to have a dog in their unit. The tenant is the owner's daughter. Discussion occurred regarding why they just don't put the daughter on the deed to the property. The BOD also discussed what this pet variance would be. Chris Ward stated it should be the same as what we have given the Armbrecht's for their pet variance.

Charlie Zeiter made motion that he and Chris Ward prepare the Pet Policy Variance stating that the variance would be for only 6 months starting January 1, 2021 and the amount for said variance is $200.00. Same terms and conditions as the Armbrecht variance. Kurt Sorensen amended the motion adding that we explain that tenants can absolutely not have a second pet.
Chris Ray seconded the motion.

Motion was unanimously approved.

4. Spring/Summer Projects.

Chris Ward presented his spreadsheet showing how much we have in the Reserve Account and how much we need to spend on the following scheduled projects. The following projects were discussed and decided as to how much money to spend out of the Reserve Account to pay for each project.

East River Building Painting: Charlie Zeiter presented that management has received two bids and tried to obtain three other contractors to submit bids. The bids submitted were prepared with separate pricing for the top half of the building and bottom half of the building. From the bids received, Purple Peak Painting was the lowest. Discussion occurred regarding the cost of painting the entire building and if the lower half needed painting. It was decided that the lower half

of the building did not need painting this year and that Randy Adams, Purple Peak Painting did a good job for CCCA on the Waterfall Creek Building years ago. He is also the lowest bid.

> Kurt Sorensen made motion that we spend $11,170.00, with Purple Peak Painting, to Paint the upper half of the East River Building summer 2021. Bob Baker seconded the motion.
>
> **Motion was unanimously approved.**

East River Yard Landscaping. Chris Ward presented that we need to landscape the yard area where the pond used to be. From his spreadsheet we estimate this cost to be approximately $5,000.00. Charlie Zeiter explained that he has been researching the costs of materials and labor for this job and that $5,000.00 will be enough to complete this project minus the fence along the new ditch.

> Chris Ward made motion that we approve the spending of $5,000.00 to landscape the area where the pond was at the East River Building. Bob Baker seconded the motion.
>
> **Motion was unanimously approved.**

Elcho Ave and Cascadilla Road Repairs. Chris Ward opened the discussion as to the need for repairs to the asphalt roads. Charlie Zeiter presented that in Fall of 2019 we spent $1,000.00 to repair a few of the potholes. Discussion occurred regarding the need to repair the road and that we should do it this Spring. Charlie Zeiter said he had already been in touch with United Companies and that the manager was planning on looking at the road as soon as the snow melts and that they can do the work this Spring.

> Chris Ward made motion that we approve the spending of $4,000.00 to repair as much as possible on Elcho Ave. and Cascadilla. Bob Baker seconded the motion.
>
> **Motion was unanimously approved.**

5. New Business.

Charlie Zeiter presented that management has requested quotes from numerous insurance companies to see if we could find comparable coverage at a lower rate. Approximately, 10 different insurance quotes were obtained but none of them were as good as our current coverage with American Family. Our American Family Policy is renewing in June, 2021, and in speaking with our agent we are not expecting an increase of more than inflation.

Chris Ward presented a letter explaining some of the history of Elcho Ave and Cascadilla, Who uses the roads, who currently pays for the maintenance of the roads and who does not currently pay any maintenance for the roads. The BOD discussed how the roads are in need of complete rebuilding, including proper

drainage engineering, sidewalks, curb and gutter and concrete driveways. Estimates and time frames were discussed.
Ultimately, it was determined that this size of project would require a special assessment and that this idea needs to be presented at the annual meeting so that members can start preparing well in advance for such a large assessment and project.

With no further business being presented,

Chris Ward made motion to end the meeting.
Bob Baker seconded the motion.

Motion to close the meeting was unanimously approved.

Meeting was closed at 5:15 PM, MST.