

UNAPPROVED

MINUTES

Crestview Chateaux Homeowners Association

Homeowners Meeting April 16th, 2020

5:30 PM

In Attendance

Board members present: J.R. Rutherford, Connie Gartner, Chris Mohme, Jim Zirbes, Trish Rutherford

Management Rep: Richard Calderon

Homeowners present: No Homeowners present

Meeting called to order: The meeting was called the to order at 5:31 pm by Board President JR Rutherford with a verbal roll call since meeting was held via a conference bridge.

Approval of the March 19th Meeting Minutes

A discussion was held to make the following changes to the March 2020 minutes: “roof replacements is budgeted for 48k per roof, and board will consider replacing one roof in Oct 2020, and another in May 2021, budget permitting.” Connie motioned that with those changes we approve March 2020 minutes; Chris seconded; unanimously approved.

Financials Report

Connie shared her overview of the communities’ March financial status. Clarification was provided on how income gets reported from Connie’s financial overview. It is requested that Richard change GL 50070 to GL 50060 budgeted dollars and that water and sewer be combined on the Budget Comparison Report. Richard to make changes to 2020 Budget and resend out to the Board. Trish motioned and Chris seconded; unanimously approved.

Manager’s Report

- a. Richard explained the importance of homeowners reporting their own concerns, issue or complaints directly to hello@heywoodmanagement.com. Reason is for tracking response time, follow-up and completion which will be discussed in Executive Session on Maintenance Log.
- b. A recommendation was made to add the previous meetings “New Business” to a separate agenda category called “Old Business” Richard agreed to make change to next meeting’s agenda. Agenda should be categorized in the following order: Call to Order, Approval of Minutes, Financial Report, Management Report, Old Business, New Business, Maintenance Calendar, Open Forum, Next Meeting, Close General Session, Begin Executive Session.

New Business:

- a. Tree Bids – Richard to follow-up with vendors re: updated bids for tree trimming. Concerns about getting things scheduled prior to monsoon season.
- b. Roofing Proposals – Richard is advised the process has begun to solicit bids for roofing replacement and will provide bids to the Board as they come in. Only received one referral from a homeowner and they will be included in the process.
- c. Pool Janitorial Services– Trish made a motion to suspend pool bathroom cleaning until pool reopens. Chris second, unanimously passed.

- d. Since pool remains closed following Governor's Executive Order a motion was made by Connie to table the discussion of pool furniture repair, until the next meeting and move to "Old Business" for discussion, second by J.R. unanimously approved.
- e. Jetting – Recommendation was made by Trish to change jetting to every 24 months for budgeting purpose. Unanimously approved.
- f. Chris asked if we could request the landscape company to begin work later than 6.30 and perhaps flip flop our schedule time with that of another community or commercial business.
- g. There was a discussion on the Burns Pest Control bid. Concerns were voiced about termite extermination as well as pigeon feces. Richard will discuss with Burns Pest.

Homeowner Comments: No homeowners were present.

Next Meeting: May 21st, 2020 at 5:30 pm. More than likely will be conducted via conference bridge.

Meeting Adjournment

Motion to adjourn at 7:09 pm

Meeting minutes submitted by Richard Calderon from Heywood Community Management.