



## BOARD OF DIRECTORS MEETING MINUTES

Tuesday, June 6th, 2023, at 10:00 AM MST

Located at Alpine Edge

- and -

Virtual via GoToMeeting

### Cucumber Creek Board of Directors

- Alan Bergstein – President
- Lynsey Adame – Treasurer
- Darrell McConnell - Secretary

### Alpine Edge Representatives

- Steven Frumess - General Manager
- Jessica Martin – Dir. Of Communications
- Erik Keefe – HOA Manager

### 1. Roll Call / Determine Quorum

Board members Alan Bergstein, Lynsey Adame, and Darrell McConnell attended the meeting. The Alpine Edge representatives listed above were also in attendance.

The meeting was called to order at 10:08 AM.

### 2. Review & Approval of Meeting Minutes

#### A. 2.7.23 Board Meeting

Darrell thought there was an error about how much dues were going up. It was clarified that the first draft of the budget. AE will clarify this in the 2/7 meeting minutes. Darrell also thinks the landscaping section needs to be corrected regarding mulch. AE will listen to the recording of this section and make necessary corrections. Darrell also wanted clarification on whether audits would be a part of the landscaping contract after the first year or if it would be separate and priced on time and material. AE will contact the landscaping contractor to help clarify this.

There was a question about the cost of homeowner dues for this fiscal year. AE confirmed the new dues amount is \$775. Lynsey said she had yet to receive an email or invoice stating the new amount. There was a question about the catch-up dues payment that would be backdated to the start of the fiscal year. AE will work with accounting to update all homeowners on the new dues amount and the catch-up payment.

### 3. Assign Board Seats

The Board deliberated officer positions and determined the following:

President – Alan Bergstein



Treasurer – Lynsey Adame

Secretary – Darrell McConnell

#### **4. Old Business**

##### **A. Design Review**

###### **i. Solar Panel Policy & Review**

Erik presented the drafted Solar Panel Policy. AE is still working on setting up a meeting with the SH POA Design Review Architect to help the Board with this. Alan clarified that homeowners are permitted to put panels on their property.

There was a discussion about roof damage. Erik confirmed that a clause in the policy stated that the homeowner installing solar is responsible for any damage. The Board asked that the attorney add that the homeowners are also responsible for removing all solar equipment, and this responsibility passes to new homeowners. The homeowner would also be responsible for providing a roof inspection report by a third party to the HOA before and after installation.

Darrell had his roof inspected by a third party, which found some significant issues with his roof. AE confirmed that Breck Lands did all the repairs and had the third-party contractor reinspect the roof.

##### **B. Governing Document Updates**

###### **i. (Declaration) Changing Dues Allocations**

Erik explained the process of changing the dues allocation and suggested waiting until the 2024 annual meeting for this change due to needing the homeowners to approve the change. This change to the Declaration would need to be voted on and approved by the homeowners. The Board wants to move forward with the change by August with no retroactive pay. Erik will contact the attorney to see what needs to be done to make this change by August. He also suggested having the attorney review the declarations to see what changes must be made; the Board agreed to the attorney skimming the document but wanted them to refrain from doing a deep dive.

#### **5. New Business**

##### **A. Annual Meeting Recap**

###### **i. Trail Easement Winter Maintenance**

Alan recalled that in the annual meeting, it came up that the Town was never informed that there needs to be a gap in the trail easement area for homeowners to use as a path to the trail. He believes it will naturally be packed down as people use it. Erik will contact Scott Jackman with the Town to discuss snow storage for next winter. Alan suggested that AE ask if the Town can run their skidoo through this area to pack down the snow.

##### **B. Landscaping**

###### **i. Rock Installation for fire protection**

Alan had his unit inspected by the fire department per his insurance company, which said there should be a 2-3ft barrier between mulch or grass and the house's



exterior. He suggested getting the whole neighborhood priced for rocks to be installed around homes instead of mulch.

ii. Berm between Nordic Center

Darrell said that the Nordic Center recently installed two trees planted on the trail easement where the groomer is stored; one has irrigation, and the other does not. The berm between the Nordic Center and Cucumber Creek Rd is the Association's property and we maintain the landscaping there while the Nordic Center maintains the irrigation. The Nordic Center requested that the HOA run irrigation down the berm to help sustain the trees. AE will request this from the landscaping contractor and ask that this area is added to the places to be audited. Alan said that some grassy patches also need to be filled in with grass seed.

C. Good Neighbor Policy

Alan reviewed the Shock Hill Good Neighbor policy to see if it could apply to the Cucumber Creek HOA. He asked that Lynsey and Darrell review the document and that AE look into the ten ordinances referenced to ensure they are the right ordinance number or take it out completely. Once the document has been approved and finalized, it will be presented to the homeowners.

D. Metal Railing Paint Maintenance

Erik informed the Board that he is working on getting the number of railings needed to be painted and the cost of that work.

**6. General Board Comments**

**7. Schedule the Next Meeting**

The next meeting was scheduled for Thursday, September 7<sup>th</sup>, at 2 PM.

A walkthrough with the Board and AE was scheduled for Friday, June 30<sup>th</sup>.

**8. Adjournment**

There was a motion to adjourn the meeting at 11:22 AM.