

CABIN CREEK HOMEOWNERS ASSOCIATION

2022 Summer Meeting Agenda

Thursday, July 7th, 2022 | 4:00 PM MST

[Remote via GoToMeeting](#)

Cabin Creek Board of Directors

- Ed Carter
- Joshua Dahl
- Dave Hicks

Alpine Edge Representatives

- Steven Frumess – General Manager
- Jessica Martin – HOA Administrator
- Kimberlyn Bryant – HOA Administrator
- Brett Gunhus – HOA Administrator

I. Welcome

a. Roll Call; Determine Quorum

The meeting was attended by Ed Carter, Josh Dahl, Dave Hicks, Angus and Gail Morrison, Bob Starekow, and Chris Wenner. The Alpine Edge Management team listed above was also in attendance.

There was a motion at 4:04 PM to call the meeting to order made by Ed Carter, which Bob Starekow seconded. All were in favor.

b. Review GoToMeeting Protocol

Brett reviewed the GoToMeeting protocol with the homeowners.

c. Introduction of Board & Management

i. Management Contact

Steven informed the homeowners of the Alpine Edge contact information as listed below. Homeowners were also provided the Frisco non-emergency hotline number.

HOA@AEPropertyManagement.com or (970)453-2334 ext. 3 for HOA; ext. 6 for accounting; ext. 5 for emergencies.

ii. Association Website - aepropertymanagement.com/cabin-creek/

Brett reminded homeowners that they could find past meeting minutes, governing documents, and financials on the Cabin Creek website.

d. Review of 2021 Winter Meeting Minutes

i. Vote for Ratification by the Owners

The 2021 Winter Meeting minutes were emailed to homeowners before the Bi-Annual Meeting for review. There was a motion to approve the 2021 Winter Meeting minutes made by Dave Hicks, which Gail Morrison seconded. All were in favor.

II. Policy Review

a. Routine Landscaping

Steven informed the homeowners that Sunrise oversees the landscaping of the Association and went over the scope of service.

Bob Starekow presented a couple of concerns, including the irrigation for the perennials, and asked if the sprinkler system had been extended to these areas. Steven will reach out to Sunrise to address this concern. Bob also mentioned that aspen and cottonwood runners should be taken care of. Steven asked the homeowners if they would approve the spending of funds to clear the runners. Ed Carter asked if there was any warranty from the installer of the perennials. Bob said he does not believe they will be replaced under warranty. Josh asked that nothing be put in until the irrigation is worked out.

Bob reminded homeowners of the memorial discussed being installed, and offered to lead the project.

III. Financial Report

a. Review 2022-to-Date Actual Expenses vs. Budget

Steven reviewed the financials with the homeowners and said the Association was mainly on budget. There was an overage in shoveling, which was offset by plowing coming under. There was a question about whether Alpine Edge received the invoice from River's Edge. Ed confirmed an email was sent several weeks ago with the invoice.

b. Operations and Capital Reserve Funding – Assessment Alternatives

Dave reviewed the board's follow-up to Bob's request at the last meeting and would like to look into alternatives in how the Association funds dues and special assessments. After investigating and analyzing unit livable square footage as the most common alternative monthly dues allocation, Dave summarized that analysis and noted that the board had taken no position on the topic. Bob's request had been to move away from special assessments and toward setting up a reserve fund for Cabin Creek. Josh reminded Bob that when it was last brought up, owners were not interested in self-funding the reserves; however, if most homeowners are interested, the Board will re-look into it. Dave said the board and AE are continuing to work towards a reserve study. Steven will send the Board his recommendations for Reserve Study companies. No action has been decided or taken by the Board.

IV. Amendment to the Association Declarations (*Transfer of Maintenance/Replacement of Stairways and Decks to Owners*)

a. Sign and Record the 4th Amendment, July 19, 2022

Ed addressed the homeowners and reviewed the amendment process ending July 19th. Bob asked if there were architectural guidelines for homeowners to follow when making alterations to the decks. Steven said the Board should approve any modifications to the exterior.

Angus Morrison asked for clarification on the definition of the maintenance of the decks. It was confirmed that homeowners are responsible for the deck floors. The railing and walls are

HOA's responsibilities. Steven said the house's cedar siding on the unit's exterior is the HOA's responsibility. Josh clarified that the vertical surfaces and the caps between the units are the responsibility of the HOA. Ed will verify with the lawyer the specifications. The Board will meet to put together an approval process for design reviews.

V. Capital Improvements

a. Summer 2022

i. Fire Mitigation

Dave addressed homeowners regarding wildfire risks in the area and informed them he has been attending fire mitigation meetings. A free survey was completed at Cabin Creek by the fire department. Dave video-recorded the walkthrough and will send it out to homeowners for review.

1. Siding Replacement

A suggestion provided during the survey was to replace the exterior siding on the units with a Trex material, which is better resistant to flames. Dave would like this on everyone's radar for future improvements to the Association.

He also informed homeowners that there are many trees within five feet of the buildings, which, if on fire, would make the area indefensible. Trees were flagged around the Association as a recommendation to trim or remove. There is no action or plan to remove these trees, but he wanted to make the homeowners aware of the things that need to happen to make the property more defensible.

Gail expressed the importance of supporting the firefighters by completing fire mitigation as best as possible. There was some concern about how well the fire mitigation efforts would work if the neighboring buildings did not make the same effort.

The Board would like feedback from the owners on how they should proceed.

2. Insurance Coverage

Ed pointed out that many homeowners involved in the Boulder fires were underinsured and expressed the need to re-evaluate the HOA's policy. Steven and Brett informed the homeowners that Erica Baum is a good resource for insurance questions and is familiar with the requirements of an HO6 policy. Homeowners are encouraged to contact Alpine Edge for Erica's contact information. There was a question as to who would determine the property's worth. Steven said that the insurance company would determine the cost to rebuild, not the value of what the property would sell for.

There was a discussion regarding the homeowner's responsibility versus the responsibility of the HOA. Homeowners should make sure they are covered for everything from the drywall in.

Bob motioned for the Board to continue its exploration of fire mitigation and its costs, which Gail seconded. All were in favor.

b. Future Improvements

i. 2023 - Spot Siding Repair and Exterior Staining (as performed in 2017)

Steven explained the scope of the staining process and that the projected cost would likely rise with inflation in labor and material.

ii. 2024 - Community Parking Lot Replacement

Steven has received several bids for this project, and the prices have risen for asphalt. He suggests relooking at the figures closer to 2024.

VI. Open Forum

Gail brought up a trash issue the Association had during the winter. She believes it was due to renters not knowing the rules of garbage and recycling disposal. Dave said he installed a motion detector camera out there, so now the Association has a record if it happens again.

VII. Adjournment

There was a motion to adjourn the meeting at 5:45 pm. made by Josh, which Dave seconded. All were in favor.