



CUCUMBER CREEK ESTATES

2026 ANNUAL MEETING MINUTES

Wednesday, March 25, 2026 | 3:00 PM MST

[Virtual GoToMeeting](#)

Cucumber Creek Estates Board of Directors

Alan Bergstein – President

Lynsey Adame – Treasurer

Darrell McConnell – Member at Large

Alpine Edge Representatives

Austin Kirby – HOA CAM

Michael Walzak – Operations Director

Jessica Martin – HOA Dir. of Comm

I. Welcome

- a. Roll Call; Establish Quorum
 - i. Quorum was met with at least 40% of homeowners in attendance or represented by proxy.
 - ii. The meeting was called to order at 3:04 p.m.
- b. Approval of the 2025 Annual Meeting Minutes
 - i. **Motion:** Alan Bergstein motioned to approve the 2025 Annual Meeting, which was seconded and passed.
- c. Owner Education
 - i. Design Review
 1. The Design Review Board (DRB) currently consists of the Board of Directors.
 - a. Open invitation for homeowners to participate in the DRB.
 - b. Existing guidelines are available on AppFolio, but are outdated and primarily geared toward new construction.
 - c. The Board will work toward updating and streamlining these guidelines.
 2. Approval Process:
 - a. Homeowners must review guidelines and prepare detailed project plans.
 - b. Submissions should include specifications (materials, dimensions, placement, etc.).
 - c. Plans are submitted to Alpine Edge for Board review.
 - d. Feedback (approval or revision requests) will be provided.
 - e. Post-project inspections ensure compliance.
 3. Key Considerations:
 - a. Appropriate tree and plant selection for the local environment
 - b. Consistency in landscaping materials (e.g., mulch)
 - c. Compliance for solar panels, satellite dishes, and exterior equipment

II. Financial Review

- a. 2025 Income Statement Review
 - i. Current Account Balances
 1. Operating: \$24,711.88
 2. Reserves: \$85,024.85
 3. UBS Investment Account: Approximately \$66,000–\$67,000
 - ii. Total Operating Expenses: \$105,025 (approximately \$4,700 over budget)
 - iii. Projected year-end overage: ~\$3,500
 - iv. Variances:
 1. Over budget:
 2. Repairs & Maintenance (flagstone, siding, etc.)
 3. Roof repairs
 4. Landscaping (mulch, tree care, top dressing)
 - v. Under budget:
 1. Snow removal
 2. Reserve Expenses:
 3. Total: \$48,254
 4. Included exterior staining, drainage improvements, and drywell installation at Unit 152
 - vi. Homeowners may request financial reports; monthly reports are provided to the Board.
- b. Approval of 2026/27 Budget
 - i. The 26/27 fiscal year budget was shared with the annual meeting notice.
 - ii. Overview of key budget changes:
 1. Roof repairs and maintenance increased to cover annual inspection and necessary repairs.
 2. Window cleaning costs decreased to last year's rate; no anticipated increase this year.
 3. General liability insurance decreased; D&O and Umbrella insurance saw a small increase.
 4. Management fees increased by 3% to account for inflation.
 5. Total operating dues increased by 1.78%.
 6. Reserve dues raised from \$60,775 to \$70,000 (15% increase) to build reserves for future repairs and avoid special assessments.
 7. Overall total increase in dues: 6.6%.
- c. Reserve Planning
 - i. Planned reserve repairs include:
 1. Exterior staining of remaining buildings
 2. Drainage improvements
 3. Tree replacement program
 4. Gutter and heat tape repairs

III. Old Business

- a. Manager's Report
 - i. Snow Removal:
 1. Managed by Better Views Snow Removal
 2. Trigger points: 3" for shoveling, 4" for plowing
 3. Back patios/decks require separate homeowner arrangements
 - ii. Roof & Gutter Maintenance:
 1. Annual inspection and cleaning conducted each fall
 2. Repairs scheduled as needed; homeowners encouraged to report issues

- iii. Landscaping:
 1. Plan to replace approximately 20 damaged trees over 2–3 years
 2. Focus on front-facing and highly visible areas
 3. Native and diverse species to be considered
 4. Top dressing and reseeding planned
- iv. Water & Irrigation:
 1. Anticipated reduction in watering schedule due to low snowpack
 2. Likely shift from 3 days/week to 2 days/week irrigation
- v. Drainage:
 1. Continued focus on resolving standing water issues
 2. Contractor to revisit Unit 152 drainage concerns by May
 3. Ongoing monitoring of drainage solutions at multiple properties
- vi. Firewise Certification:
 1. Certification renewed for 2026
 2. Potential insurance benefits for homeowners
 3. Residents encouraged to maintain fire safety standards

IV. New Business

- a. Summer 2026 Maintenance
 - i. Exterior Staining
 1. Eight remaining buildings scheduled for staining
 2. Anticipated timeline: late April through May (weather permitting)
 3. Goal: protect building exteriors and reduce long-term costs
 4. Bulk contractor pricing secured
 5. Work scheduled prior to peak rental season
 - ii. Asphalt Maintenance
 1. Spring inspection planned
 2. Likely crack filling; seal coating may be required in future years
 - iii. Flagstone:
 1. HOA is responsible for the entryway walkways
 2. Homeowners are responsible for patios and upper decks
 3. Property walk to assess conditions and plan repairs
 - iv. Metal Panel Evaluation:
 1. Surface wear identified as seal coating degradation (not structural rust)
 2. No immediate replacement planned
 3. Condition to be reassessed during staining project
 - v. Community Maintenance:
 1. Residents encouraged to assist with trash cleanup
 2. Minor repairs to cobble and landscape edges to be addressed as weather permits
- b. Fire Safety & Environmental Conditions
 - i. Early fire season is anticipated to begin on April 1
 - ii. Expected 8–10 weeks of elevated fire risk
 - iii. No fire ban currently in place; conditions will be monitored
 - iv. Recommendations:
 1. Check fire extinguisher expiration dates
 2. Exercise caution with fire pits and grills
 3. Consider safety devices such as automatic timers

V. Board Elections – 2 seats open; term ending 2028

- a. Lynsey Adame and Alan Bergstein's terms are ending this year, leaving two seats open.

- b. Rodrigo Amare volunteered for one position, and Alan Bergstein was re-elected by acclamation.

VI. Open Forum

VII. Adjournment

- a. The meeting was adjourned at 4:03 p.m.