

CUCUMBER PATCH ASSOCIATION

2025 ANNUAL MEETING AGENDA

Wednesday, September 24, 2025 – 2:00 PM MDT

[Virtual via GoToMeeting](#)

Cucumber Patch Board of Directors

- Pat Gordon – President
 - *Term expires 2026*
- Bill Williams – Treasurer
 - *Term expires 2025*
- Ian Smith – Member at Large
 - *Term expires 2025*

Alpine Edge Representatives

- Erik Keefe – HOA Director
- Michael Walzak – HOA Community Manager
- Austin Kirby – HOA Community Manager
- Jessica Martin – HOA Director of Communication
- Kyle Gorman – HOA Accounting Representative

AGENDA

I. Welcome

- A. Notice of Meeting Delivery – Establish Quorum – 40% (or 6 owners)
 - i. Quorum met with at least 40% of owners in attendance or represented by proxy.
 - ii. The meeting was called to order at 2:03 p.m.
- B. Review of GoToMeeting Protocol
 - i. Owners were reminded of the meeting protocol and asked to hold their questions until the end of each section.
- C. Introduction of Board Members & Management
 - i. The Alpine Edge management team was introduced.
 - ii. Sitting board members were introduced to owners.

II. Review and Approval of 2024 Annual Meeting Minutes

- A. **Motion:** The 2024 annual meeting minutes were approved and passed unanimously.

III. Financials

- A. Review YTD FY2025 Actuals
 - i. Operating Account: Approximately \$48,800
 - ii. Reserve Account: Approximately \$69,400
 - iii. Monthly Reserve Transfer: \$1,083
 - iv. 2024-2025 Fiscal Year Surplus: \$14,575 (mainly from savings in landscaping and insurance)
 - v. Landscaping: \$16,555 spent of \$21,987 budgeted; \$1,500 credit received for delayed entry bed improvements.
 - vi. Snow Removal: Lower costs due to mild winter.
 - vii. Insurance: Budgeted \$26,288 (20% increase in liability coverage). Current insurer, Westfield, is exiting the HOA market.
 - viii. Exploring new coverage through the excess and surplus market.
 - ix. Renewal period: November 1 – October 31.

- x. Anticipated new premium: \$34,000–\$40,000 range.
- B. Review of Board-Adopted FY2026 Budget
 - i. Operational Expense Budget Items and Dues
 - 1. The board-adopted budget includes a 3% dues increase for the upcoming fiscal year.
 - 2. If insurance costs rise significantly, dues may increase to about 6.5%.
 - 3. Surplus funds (\$14,574) will be allocated with \$7,000 to operating and the remainder to reserves.
 - 4. Goal: Continue strengthening reserves to avoid special assessments.
 - ii. Insurance Discussion
 - iii. Reserve Budget/Study Review
 - 1. Reserve contribution to increase 10%, bringing the monthly amount to \$1,191.
 - 2. Dark Sky compliance project: Replace 72 exterior light fixtures by January 2, 2026.
 - 3. Upcoming projects:
 - a. Entrance and Unit 60 landscaping improvements.
 - b. Tree removal of unhealthy lodgepoles.
 - c. Mid-October gutter and downspout cleaning.
 - d. Heat tape replacements (Unit 19, Unit 25 electrical split).
 - e. Roof inspections and minor repairs (Units 47 & 71).
 - iv. Ratify 2026 Proposed Budget
 - 1. Budget ratified as presented.

IV. Manager's Report

- A. Deck & Rail Painting 2023 – Siding Painting 2024
 - a. Painting project completed; positive feedback from owners.
 - b. Future consideration: phased replacement of wood decking with composite material (e.g., Trex).
- B. Financial Management
 - a. Reserve funds held in money market; board considering moving to CDs for higher interest while maintaining liquidity.

V. New Business

- A. Recycling Ordinance Update
 - i. Recycling improvements: An Additional 96-gallon tote was added (now two total).
 - ii. Recycling signage and educational notice planned for owners, guests, and housekeepers.
 - iii. Trash management: Reminder not to dispose of furniture, electronics, or paint in dumpsters.
- B. Future Landscaping Improvements
 - i. Plans include improving the entryway landscaping, removing dead trees, and enhancing planting beds for the upcoming season.

VI. Election of New Board Member *Two seats; 3-yr terms, commencing October 1, 2025, and ending September 30, 2028*

- A. Phil Montague and David Brown nominated themselves and were elected by acclamation due to an uncontested election.

VII. Open Forum

- A. Owners were reminded of the contact info for Alpine Edge.
- B. STR complaints: non-emergency line

VIII. Adjournment

- A. Adjourn 3:10 p.m.