

CANTERBURY PARK HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

October 27, 2020

MINUTES

I. CALL TO ORDER:

The monthly Board of Directors Meeting of the Canterbury Park Homeowners Association was held October 27, 2020 and called to order at 6:01 pm via ZOOM. Board Members present were David Kuhns (David) and Judy Aguilar (Judy). Tom Sandler (Tom), Eric Anderssen, and Jim Russell (Jim). The membership was invited to via ZOOM as well. Senior Property Manager, Mike Workman (CMCA, AMS), was present representing Weststar Management Corp.

Owners in attendance via conference call were Lori Taverez, and Diana Wilson.

II. APPROVAL OF MINUTES:

The board was presented with the meeting minutes from the September 22, 2020 Board meeting. Judy made a motion, seconded by Tom, to approve the minutes as written. All voted in favor.

III. FINANCIAL BUSINESS:

The board was presented with the financial statements for August 31, 2020. Tom reviewed the financials as reported. The board advised that the aged receivables would be discussed in the executive session. A motion was made by Judy to approve the September 30, 2020 financials. Tom seconded the motion and all approved.

The board reviewed the 2021 Budget Draft. This discussion included conversation about the Reserve Study and numbers. The board agreed that the numbers were about five (5) years old and needed to be updated. Eric stated that he would review and update the numbers. David presented two options for the board to consider for the dues in 2021. Option 1 is an assessment increase to \$375 per month and Option 2 is an increase to \$380 per month. After discussion, Tom made a motion to approve option 2. There was no second, the motion failed. Judy made a motion, seconded by Eric, to approve Option 1 at \$375 per month. Hearing no further discussion, the vote was called. Judy, Eric and Jim voted in favor. David and Tom voted against. The budget draft for 2021 was approved in a split decision of 3 – 2. The approved budget will be sent to the owners for ratification at the Annual Meeting on November 24, 2020.

The board reviewed and discussed a resolution, sent from the Associations Collection Attorney, specifying specific accounts that are delinquent in the Loss Assessment for Roofing. After discussion by email, the board voted to accept the resolution at the meeting and begin the process of collection on specific accounts.

Annexation Update: The records continue to reflect seventeen (17) of the eighteen (18) lots have signed the consent to be annexed into the community. The final home is in negotiations with the Board of Directors, through the Associations Attorney.

IV. OLD BUSINESS:

PrepRite Status Report: It was reported that PrepRite had received the rock and materials needed to complete the stone and wood replacement work on the patios. PrepRite estimates that they will need 2 – 3 weeks to complete the work, weather permitting. It was reported that Management met with Chris Pizzo and Jessy Bishop with PrepRite to review some of the stucco work. After the meeting, it was decided that PrepRite will go back in and feather out light cracks while applying a second coat, no charge to the HOA, on

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the larger areas that cannot be feathered. Once completed, PrepRite will schedule a final inspection of all the work that will include every building, corner to corner, 360 view.

Roofing for 7499 Carey Lane: It was reported that the start of the replacement was scheduled for Monday October 27th, but due to weather, the project was moved to Friday October 30th. Management will meet with Premier Roofing to look and inspect the setup before they begin. Preconstruction meeting will include discussions about the property boundaries with 7501 Norfolk and communication with the owner(s).

Bush Trimming, Perennial Landscape: It was reported that the trimming has been completed. Overall, with a few exceptions, the work was well received by the community and the work was acceptable. The board discussed how some of the clippings were not cleaned up around the property and left behind. Management will follow up with Perennial to have them clean up the missed areas.

Irrigation Reimbursement: It was reported that management and Chris Dunn with Perennial Landscape worked to come up with a number that was consistent with the additional watering and timeframe of the sod replacement. The final number from Perennial is \$1,125.00. This reimbursement will be credited to a monthly service invoice. Management will follow up with Perennial.

Rules and Regulations – Update: It was reported that management has reached out to the Associations legal council regarding the Rules and Regulations update for the community. That request was sent to Melissa Garcia with Altitude Law. Management is waiting on a response from Ms. Garcia.

Preservation Tree: The board revisited the Preservation Tree Inspection Report and Bid for Services. Preservation Tree has bid \$14k for pruning and another \$3.6k for tree care and fertilization. The board discussed the inspection and proposal and decided to table the bid to receive additional bids for this service. Bids will be forwarded to the board on receipt.

V. NEW BUSINESS:

7489 Exeter Drive: The board reviewed the ARC Request from the owner to install a Radon gas remediation system for the home. It was discussed that the owner would be responsible for painting the walls and the piping to match the building. If all in agreement, the owner can proceed. Approval of the application was made via email and by the board president due to time constraints with the owner and their contractor. The ARC Request was submitted to for the record.

Virtual Meeting Policy: The board discussed whether the Association would benefit from a policy that outlined the Associations ability to hold and conduct business by zoom or conference call. After some discussion, the board decided, that based on the Associations Covenants, and additional policy was not needed. The Associations Bylaws allow the Board of Directors to name the location and time of the board meetings and are already allowed to make decisions outside a scheduled board meeting.

Other: No other business was brought before the board.

VI. COMMITTEE REPORTS AND CALENDAR:

There were no committee reports presented to the board.

The board reviewed the calendar for the remaining 2020 season.

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VIII. ADJOURNMENT:

Hearing no new business before the board, Tom made a motion to adjourn the October meeting of the board of directors. Eric seconded the motion – all approved. The next meeting of the Board of Directors will be the Annual Meeting of the Owners on November 24, 2020 at 6:00PM. The monthly board meeting will follow immediately after.


The Board moved to the Executive Session to discuss collections and other legal matters before the Board.

Minutes Prepared by: Mike Workman | CMCA, AMS; with Weststar Management

Canterbury Board of Directors:

Minutes Approved by the Board of Directors

Name: On the behalf of the Board of Directors

Signature:  Date: 11/24/2020