

# CANTERBURY PARK HOA

## BOARD OF DIRECTORS MEETING

January 26, 2021

### MINUTES

- I. CALL TO ORDER:
  - a. The monthly Board of Directors Meeting of the Canterbury Park Homeowners Association was held January 26, 2021 and called to order at 6:00 pm via ZOOM. Board Members present were David Kuhns (David) and Judy Aguilar (Judy). Tom Sandler (Tom), and Eric Anderssen. The membership was invited to via ZOOM as well. Mike Workman was present representing Weststar Management Corp.
- II. HOMEOWNER FORUM: There was no information presented to the Board from the membership.
- III. MEETING MINUTES
  - a. The meeting minutes from the November 24, 2020 board meeting were presented for approval. A motion was made by Tom and seconded by Judy to accept the minutes as presented. The motion passed without objection.
- IV. FINANCIAL STATEMENTS
  - a. The board discussed the financial statements from November 30, 2020 and December 31, 2020. It was noted that the community was over budget by \$22,000 for the year, primarily due to legal fees, water, and insurance expenses that were not budgeted. The board discussed that there is a priority to fund the reserves every month to pay back the funds owed from operating. Hearing no further discussion, the financials were accepted by the Board.
- V. OLD BUSINESS
  - a. 615 Sherman Street: The board discussed the completed work at 615 Sherman street for the back patio. It was noted that there were two invoices for the services. The board asked that management review the two before submitting payment.
  - b. Annexation of unit 7501 Norfolk– This item was discussed during Executive Session.
  - c. Rules and Regulations: The board discussed the presentation of the revised Rules and Regulations (R&R) along with the Amended and Restated (A&R) Covenants and Bylaws. It was noted that the Special Meeting notice will be 15 days before the meeting. Owners will be sent a copy of the draft documents for review and comment. All questions will be answered at the February 23<sup>rd</sup> board meeting, scheduled via ZOOM at 6:00PM. An email will be sent out with the ZOOM link and a reminder the Friday before the meeting. The board discussed that the parking definitions needed to be in the Rules and Regulations, not the A&R Covenants. Management will contact the attorney and have that corrected before mailing it out to the owners. Windows and Doors will also be moved to the R&R.
  - d. Homeowner Volunteers: It was reported that no one has contacted management over the month with any interest in joining a committee.
  - e. Coupons: It was reported that due to production and USPS delivery issues, the coupons for the 2021 budget season have been delayed to the owners. Management is monitoring the situation and will contact the board when the coupons have shipped.
  - f. Other – No other old business was presented to the board.
- VI. NEW BUSINESS
  - a. 2021 Perennial Landscape Contract: The board was presented with the landscape agreement with Perennial Landscape. It was noted that the 2021 Annual Budget was increased to \$40,000 for the landscape. However, if the board removed the second trimming, it would lower the contract from \$48,000 per year to \$42,000 per year. Tom made a motion, Seconded by Judy, to approve the 2021

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Perennial Landscape Contract that includes a second trimming for \$48,156.00, or \$4,013.00 per month. The motion passed without objection.

- b. Metro District Water Audit: The board discussed the water audit that is performed by the metro district. The board asked that management contact the district and see if they have a date for this audit and to be sure that Perennial Landscape is present when the irrigation is checked.
- c. Other: The board discussed the follow up with SaveATree on the review and tree inspection from last fall. Management will follow up with SaveATree and report back to the board.

## VII. ADJOURNMENT

- a. Hearing no further business before the board, a motion was made by Tom and seconded by David to adjourn the January 26, 2021 board meeting at 6:38pm. The motion passed without objection.

The board reconvened in Executive Session.

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