

Hidden Creek HOA Board Meeting Minutes
Thursday, December 17th 2020 2:00 MT
Zoom Meeting

I. Call to Order: The meeting was called to order at 2:04pm

II. Establishment of Quorum

Board Members:

Carri Moentmann 30B
Michael Bradley 14C2
Lisa Graveline 38A
Devon Patterson (Absent)
Guy Rawson (Absent)

Homeowners:

Gretchen Letcher 31A
Hubert & Lidia Pasieka 12A1
Georgene Vario 3C
Eric Jellum 8B
Chris Stoll 32A
Steve McBride 28D
Linda & Tim Knecht 35B
Dan Johnson 36A
Monica Barnes 17D1
Cathy Andrews 9B1
Bill Nash 6C
David & Pam Knecht 35C
Alan Agle 14 D1
Jeffrey & Lili Holland 25D
Joseph Kunzleman 32C
Jenn?

ASRM:

Carissa Nosack, Manager
Mike Williams, Maintenance
Garrick Malin, Controller
Mike Howe, CFO
Amy Short, Admin

III. Meeting Minutes: Motion to approve October minutes by Michael B., second by Carri, approved by all.

IV. Management/Maintenance Report, Mike Williams

- A. Report Remodel /Modification
- B. Report Completed/In Progress/Parking Report-
- C. Completed/In Progress/Parking Report-
- D. Reviewed maintenance tasks
 - 1) Laundry Room door key pad fixed
 - 2) Heat tape turned back on.
 - 3) Hose bib covers installed throughout property
 - 4) Drained pond, refilled to normal level
 - 5) It was suggested to have EPA point person perform dye test to determine where silt is coming from. discussion was had on ways to dump the excess.
 - 6) A previous homeowner was asked to remove his car parked on Hidden Creek grounds
 - 7) CVMA to fix and reinstall damaged Hidden Creek signs

V. Financials

- A. YTD Financials
- B. Garrick and Mike H reviewed the Capital Expenses
- C. Violations/Fines Report

VI. Governance:

- A. Ratify Email Decisions - Approve 34C patio and hot tub. Motion made by Michael B., second by Carri, approved by all board members

- B. Board Positions
Carri, President
Michael B., VP
Devon, Treasurer
Lisa, Secretary
Guy, member at large
- C. Committees
- 1) Arc (exists)
 - 2) Finance (priority at this time)
 - 3) Maintenance
 - 4) Community Vision (landscape/grounds)
 - 5) Please email Carissa or Amy if you are interested in participating in a specific committee
 - 6) Each Board member will spearhead a committee
 - 7) Please join the unofficial community directory as well set up by Steve McBride. Homeowners will need to “opt in” by contacting Steve or Amy
- D. ARC/Remodel:
- 1) Moratorium for remodeling applications for 60 days motioned for approval by Carri, second by Michael B. Approved by all members. Send an email to homeowners explaining the moratorium.
 - 2) No new major renovation while Board works to clean up documentation, correct forms. Next proposed ARC meeting scheduled for March.
 - 3) Motion to approve 12A1 by Carri, second by Michael B. All approved
 - 4) New homeowner in 9A1 submitted a full application after work was started. Security deposit collected. Addressed all historical issues for the building and are addressing them. Motion to approve updated renovation by Michael B. Second by Lisa, subject to properly venting bathroom fan outside of building along with installing outside vent cage, approved by all.
 - 5) Moving forward Board plans to apply significant fines or penalties to homeowners if remodel/modification work begins before HOA approval/County permit(s).
 - 6) J2 Proposal for building 17
 - i. Update siding and roof at the same time is most cost efficient.
 - ii. Phase 1 \$19,500 includes re-roofing, ventilation and insulation; draft scope of work for building/cladding repair/replacement
 - iii. Phase 2 \$2,000 includes gathering bids for design/plans, J2 meets with contractors, comparing apples to apples bids
 - iv. Phase 3 \$10,000 includes contract administration/project management, 3 to 4 inspections and post report.
 - v. After initial process, this will streamline the rest of the buildings. This is the first exploration of the work needed to help streamline future building work. Provides a foundation to better understand cost structure and what needs to be done across the community. Motion by Michael B., Second by Carri. Approve J2 proposal for building 17.
 - vi. \$2,250 to have Clearcut finish its investigation analysis for Building 17
Motion by Mike, Second by Carri. Approved
 - vii. Further investigations for building 12
 - viii. Association is working with J2 to provide consultation to homeowners prior to unit remodel. Homeowners will pay for consulting fee, which has yet to be defined.

E. Reinvestment Fee:

- 1) As of the Board meeting, 59.98% responded 58% in favor of reinvestment fee 67% approval of homeowners is needed to approve fee.
- 2) Send targeted emails to homeowners who have not submitted their vote relating to the reinvestment fee. Include information detailing the benefit of this reinvestment fee to the community, the revenue which could have been collected last year if the fee was in place, and state the collected fee would go into the capital reserves.
- 3) January 29th is the deadline to cast a ballot on the Reinvestment Fee.

F. Legal Items:

- 1) Association attorney, Andrew Blonquist, Miller/Harrison, submitted and provided clarity of his firm's proposal to amend/rewrite governing documents, declaration and bylaws. Articles of incorporation were recently completed. Included in the proposal: 6 hours working with the Board and ASHM, meeting(s) with homeowners answering questions/providing facts and provide ballot. If more time is needed it is then at an hourly rate. Duration is expected to last 1-2 months.
- 2) When legal counsel is needed it is getting very costly. Andrew mentioned a rewrite will help clarify for homeowners what their obligations are and what authority the Board has to conduct business. Cleaner/Newer documents would lessen the time legal would need to spend on supporting their opinions, which will cut legal costs. If terms are defined, whole process is simpler, Association wouldn't need to get legal opinion. Consistency between documents is important and if there are no conflicting terms, Board can be confident with decision making.
 - i. Motion to update governing documents by Carri, second by Lisa.
Approved by all
- 3) Special Assessment:
 - i. Andrew stated within the Association's current Declaration there is no requirement for owner votes for a Special Assessment as long as the Special Assessment is not for capital improvement. This is supported in Article 19, Section A and B, in which a Special Assessment can be implemented by the Board for budget deficits, emergency repairs, legal expenses, and consultants (like J2). This legal opinion was submitted to the Board in September 2020. Andrew further explained that there is a provision in the Association's Declaration, Article 18, which states when assessing owners for a capital improvement, 50% approval of owners is needed for a one-time expense that exceeds \$10,000.
 - ii. The Board has a fiduciary responsibility/duty to the community and needs to have funds necessary to take care of property.
 - iii. Motion to remove previous special assessment that was tabled at the Annual Meeting by Carri, second by Mike. All approved.
- 4) 2021 Budget:
 - i. Board approve the operating side of the budget
 - ii. ASHM will make a couple of changes and get the capital budget and adjusted special assessment back out to the board with a list of updated capital projects and consulting fees.
 - iii. Wait until January board meeting to discuss special assessment figure in an open meeting. Approve budget by the Board through email.

VII. Owner Comments

- Discussion related to committees, particular finance, getting that committee set up first sounds like a priority to help with the special assessment to support the board to bring a recommendation to the community.
- Continue to send out communication on the directory, and recruit people for the committees. Homeowner voiced concerns related to the reinvestment fee. Seems morally wrong to give away .5% for reinvestment. Also, doesn't like the special assessment being applied without permission of homeowners.

VIII. Hidden Creek Meetings

- January 21, 2021 3:00pm, MST
- Regular Meeting Schedule: Third Thursday of month at 3:00pm, MST

IX. Adjourn:

Lisa motion to adjourn, second by Michael B. Adjourned at 3:54 PM