

MINUTES
COUNTRY CLUB VILLAS AT FARMINGTON HOMEOWNERS ASSOCIATION
REGULARLY SCHEDULED BOARD MEETING

Date and Time: Tues, January 10, 2023, at 5:30 p.m. **Location:** Farmington, NM Public Library

Board Members Present: Robert L Alvaro - President, Nancy Kester - Vice President, Loni Labossiere - Treasurer, Maggie Fry - Board Member, Cathy Marquez - Secretary (Via Zoom)

Others Present: Rishawn (Mgr) 8D, Randy Mason Unit 9B, Connie Mason Unit - 9B, Janis Stefl - 19B, Marty Tilden - 6C, Shirley Beasley - 9A, Mary -13A, Charlene Davis - 10A

Meeting called to Order:

At 5:31 p.m., the President called the regularly scheduled meeting of the Board of the Country Club Villas HOA, to order, at Farmington Public Library, Farmington, NM 87401.

Meeting Minutes: Janis pointed out that cost for roof project were incorrect. Changes were noted and will be made on December monthly meeting minutes. Janis also pointed out that there are issues with the financials that should be fine tuned. Rob suggested we delay approval of minutes from December 13, 2022. Motion to postpone approval of Minutes and Financials by Rob. Nancy and Loni seconded. All presented votes Aye.

Financials as of December 31, 2022 were handed out and reviewed.

- The roofing budget was discussed. Randy asked which building or unit had had the parapet work complete as he wanted to look at work done when he is around the complex. Rob said Building 12 has complete parapets.
- Rob explained that Powerwall Systems is the company doing the parapets and Sherwood is doing the flat roof/ water proofing work
- Janis pointed out that there are 6.5 buildings remaining that need roof work done.
- There are still some questions about the exact cost by each separate contractor.
- Approval of financials is tabled until the next meeting because not enough money was transferred to the Roofing Account. Should be close to \$117,000.

Managers Report:

- Pool pass machine: Rishawn reported that he has asked Next Level to come out and take a look at the pool pass machine/system. They have not come out yet. He will follow up. Viking has not responded at all. It is believed that they are no longer in business.
- Complex wise there are more contractors on the premises. Rishawn is keeping an eye out on their parking.
- He is still working on over grown bushes and the sink and electrical outlets in the Manager unit.
- He is still waiting on part for hot tub.
- Violations - the big one has been animal waste. He is utilizing cameras and will be issuing tickets with fines. An inquiry was made about what the protocol is for animal waste violations. Rishawn indicated previously he was giving warnings. Now, he is watching the cameras and if there is a violation on the cameras, he will issue fines. Janis mentioned that she believes, from prior disputes on this issue, that if it goes to court, we need 2 or more witnesses to establish the violation. He will give tickets if on camera. The general consensus was that he start strictly enforcing the pet rules. Janis stated the first violation results in a \$50 fee, then after a certain number of violations the owner must get rid of the pet by a certain date. If it goes past that date, the owner is given a daily fine until the animal is gone.
- Rishawn is still working on wire/cable elimination. With rainy or snowy weather he did not want to go up on the roof, so he was attending to the low wires/cables. Rob volunteered to help Rishawn on this project.
- People leaving their trashcans out outside the stated window, has been an issue. Janis noted that the acceptable window for trash cans to be outside is Wednesday sundown to Friday sunup. If someone goes out of town, they should tell Rishawn. It was agreed that Rishawn start taking trashcans that are outside the stated time frame to the bone yard and leave a note for the owner. The owner will then need to contact Rishawn to get their trashcan.
- A member inquired about the HOA golf cart - Rishawn informed members that he, Josh and Kirby (from the country club) all looked at the golf cart and could not figure what is wrong with it. Rishawn has been using his truck to accomplish any tasks that he would normally use the golf cart for.
- Rishawn still has an over load of work orders. He is working on them as he can.

Old Business:

Flat roof project - Parapet walls are approximately \$ 19,000 per building. There is some confusion as to whether that \$19,000 is for a full building or 1/2 of a building. Rob explained that Sosa is Power Wall.

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Janis pointed out that 1/2 roof invoices should be charged by the square foot because some units are larger than others. So, if 1/2 a building is invoiced at it is for the 1/2 of the building that has the smaller units, the invoice should not be the same as the other 1/2 of the building.

Rob explained that the parapet has to be put on first (according to Sherwood). Buildings 13, 14, and 20 still need the membrane (flat roof/waterproofing). Buildings 9, 17, 18, 19 need everything. A member noted that they believe building 7 only has 1/2 a coat of stucco and still needs the final coat applied.

All members agreed that they believe Sherwood is doing good work. Rob pointed out that the difficulty is getting him to show up to do the job. Janis mentioned that Greg Anderson was going to talk to owner of Sherwood. She will follow up with him.

Balcony/roof issue will be tabled.

A member stated concern about the overhang above the garage because the wood has rotted and is starting to drop. Her unit is 6C. She wants to know if she can have it fixed. She said she put in a work order in April of 2021 when she moved in.

New Business

New HOA Dues Payment Options: Rob reported that members can pay their dues electronically in one of two ways. Members can go online, to the bill pay option, with their bank. They should use 5200 Villa View, # 21A for the address. They should NOT use Gwen Alston's address. Alternatively, members can contact Gwen Alston's office to have their invoices emailed to them. Emailed invoices will have a payment link for members to use for payment. This process does incur some fees which are approximately 3%. Rob wants to get with Gwen's office regarding paying via QB link. Once he does that we will put instructions on the website.

10% Reserve Fund - this issue was revisited. Janis said that in order for the motion to have passed, there needed to be a vote with 2/3 of the members approving this. Janis suggested that we rescind the mandatory 10% reserve fund and instead, look at our savings every quarter and decide how much of our surplus to put in the reserve account. This issue was tabled.

Late Dues: A member inquired about owners that are in serious arrears on due. Janis said there was one owner who was over \$9,000 past due. She made a motion to release past due list. There was some opposition to releasing names and units with past due accounts. Matter was tabled.

Janis said that Josh had represented that there was a lien filed on the property that was delinquent by over \$9,000. Janis reported that she looked up the property and no such lien was filed. Janis also asked the person in question and that person said she has not been notified regarding a lien. She further disclosed that that owner she had only been contacted once about the past dues. Janis informed the Board that the Lien has to be perfected. She suggested we ask Josh Payne to produce paper work for lien filed. Rob will come up with letter for past due accounts.

Monthly Meeting Time: majority present want the meetings be at 6:00. This was agreed to. They are still looking for a location.

It was discussed whether Gwen's office should have access to "view only" on our bank accounts. Loni informed us that Gwen already has such access.

Rob announced that continuity on projects/information, all quotes, bids invoices will go through the CCVHOA email account.

There was a motion to adjourn the meeting at 6:51 by Nancy K. Motion, seconded by Rob.

Meeting adjourned by the President.