

MINUTES

COUNTRY CLUB VILLAS AT FARMINGTON HOMEOWNERS ASSOCIATION REGULARLY SCHEDULED BOARD MEETING

Date and Time:

Wednesday, April 13, 2022, at 6:00 p.m.

Location:

Woods Insurance, 4801 N Butler Ave, Farmington, NM 87401

Board Members Present:

President-Joshua Payne

Vice President-Loni LaBossiere

Secretary-Cathy Marquez

Treasurer-Leslie Love

Member-Nancy Kester 18A

Others Present:

Manager-Rishawn Esmiol

Shirley Beasley 8A

Dalene Meek 8C

Joan Hourihan 9C

Charlene Davis 10A

Joslyn Bass 20A

Meeting called to Order:

At 6:06 p.m., President Joshua Payne called the regularly scheduled meeting of the Board of the Country Club Villas HOA, to order at Woods insurance, Farmington, NM 87402

Roll Call/Introductions

Approval of Minutes from prior meeting:

A motion to approve the minutes of the prior Board Meeting was made by Josh, and seconded by Nancy K. No objections.

Financial Report:

Income and expense reports were reviewed. It was noted that the roof balance on page 4 of the Balance Sheet will change. After the transfer which will be made soon, the balance will be \$102,729.00. The listed \$73,733.98 is the April Special Roof Assessment (SRA) + regular dues for Dec, Jan, Feb & March. About \$15,000 of the SRA has not been collected and is not reflected in that \$73,733.98. For the \$1,000 Special Roof Assessment \$100/per month late fee is being added to the accounts in arrears, until paid. Checking account balance will be \$ 31,306.92.

Cathy motioned to approve the financials. Leslie seconded the motion. A vote was taken. Ayes-all, Nays-none spoken. Anyone Opposed-none

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Loni is currently paying the bills. Gwen is still focusing on updating all of the member accounts.

Attempts have been made to obtain a working copy of Quickbooks (QB) records/data from the office of Ken Shields. However, the Ken Shields office will only give us hard copy of records. An inquiry was made as to whether the office had been paid for its services. The answer was affirmative. It would cost \$1,000.00 to get quick books records. Loni read an email response from Ken Shields' office regarding the QB data.

An inquiry was made regarding whether an audit of last years books had been completed. Answer: No audit has been performed or will be performed until the books for 2021 are updated.

Nancy Kester made a motion to approve the financial reports. The motion was seconded by Cathy Marquez. Vote was all Ayes, with 1 abstention by Maggie

Board Meeting Agenda: Was passed out via email and approved.

Managers Report: Property Manager, Rishawn Esmiol gave the manager's report as follows:

He is making morning and after noon runs around complex.

He has completed the Inventory for the pool, the office, and 8D. A hard copy list of the inventories was provided to those present. This list was greatly appreciated.

Rishawn is continuing in his attempts at getting quotes for concrete for the jacuzzi.

High Desert Electric gave a quote. That quote reflects that our emergency shut off is out dated. To cover up the old spot, the quote was \$ 2,720.

Cathy mentioned that in going through the old files, she came across a letter from NM Environmental Department which discussed requirements for an above ground hot tub. One such requirement was a partial deck. Others opined that a good hand rail would be required. Others questioned whether the jacuzzi needs to be ADA accessible. It was discussed that Rishawn would talk to contractors regarding these new issues and price is expected to go up.

Someone asked "Why are we doing this?" The answer was even though the pool pipes were good, the pipes to the jacuzzi were in disrepair (leaking).

Video surveillance is up and running.

Clean up at 8D is continuing.

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Violations were discussed. Rishawn feels that now that he has been on property for a while, he has a grasp on rules and violations and will start handing out citations.

A common reoccurring problem is pet poop. Loni read the rule regarding pets on property. Rishawn has gotten feedback from pet owners that it is hard to get their dog from their unit to their vehicle, especially with larger breeds. It was discussed whether the rule should be strictly enforced (no pets out on common areas of property whatsoever) or whether there is leeway for Rishawn to work with. We want to be reasonable and realistic. It was noted that many of us are dog lovers and even dog owners but on the other hand, rules need to be enforced.

Options for owners could be:

- 1 - Get their dog(s) in their vehicle in the garage, or
- 2 - Pull their vehicle around to the front of the unit and walk the dog(s) from the front door of the unit to the car door.

With any option, pet poop on the property should not be a reoccurring problem.

There are continuing problems with parking. One incident was where Rishawn issued a warning for a parking violation after the vehicle was parked for 1-1/2 hours. The car was actually in that spot for a total of 3 hours. The violator called to complain. Support for issuance of these was conveyed to Rishawn.

Again reasonableness and realities regarding this issue were discussed. It was pointed out that loading and unloading are allowed. Even parking in front of the units, while moving is allowed. It was agreed however, that the moving vehicle must be able to be moved, in a moments notice (for safety reasons).

A problem with the Waste Management disposal bins was discussed. The bins are in a wooden, gated area (by his tool area). People have been dumping their trash in the bins. It was decided that Rishawn should lock the gate to keep folks from using the bins as their dumpsters.

Rishawn discussed the drainage ditch. It is filled with about 25 feet of concrete or stucco. It was noted that we are dealing with a private ditch, so the issue is not as simple as it seems. Rishawn has contacted 3 companies for bids. 2 of those 3 responded. He is now dealing with Excel Concrete and the owner Mike, and AMF. Josh will reach out to Mike at Excel.

Rishawn received many calls this past month because of the overgrown trees. Residents were calling him because with the recent winds, the limbs are scratching windows, doors. He has been busy trying to cut what he can get to. He has reached out to Aspelandy.

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Trip hazards have been marked with red spray paint. Rishawn was trying to get bid from AMF, but with no luck. It was suggested and approved that he grind down where he can. This item was taken off the Agenda.

There has been no new news regarding the Crosswalk. Once the crosswalk is in, the board can pursue creating an entrance for foot traffic @ Sidewalk on Northside, near the hedges. This item was taken off the Agenda, until a later time.

Rishawn has commenced with checks with the electric on the sprinkler system. After he checks the pumps and electric, he will check the sprinkler heads. It was noted that the grass is looking bad and needs attention. Rishawn mentioned that the grass also needs to be aerated. Someone suggested Rishawn contact the Mennonites to come in and aerate the lawns. They did a good job last time that service was performed.

He still has pending quotes on 8D. The AC is a priority. It was clarified that AC = swamp cooler.

An inquiry was made as to cost-to-date of 8D repairs/remodel. Loni said she will bring in what has been spent to date.

Rishawn is working on getting measurements for cabinet bids.

Blinds are here. Waiting to finish painting.

A question was asked as to how Rishawn is paying for expenses. Loni reported that she has been working on getting a Lowes account, for Rishawn, for about 4 months. It was not as simple as anticipated. In the meantime, Rishawn is using expense reports that are compiled monthly.

Old Business

We have a schedule for roof repairs. We are using Sherwood to perform the work on the next scheduled roofs.

_____ said we can use her space for roofing contractors.

It was noted that the final coat still needs to put on the last units worked on. Company performing this work will be _____

Dalene asked will owner's be notified prior to work being performed. She noted that she has a 10 yr warranty on her ac unit, which is on the roof. Under her warranty, her unit can NOT be moved or the warranty will be voided.

Yes owners will be notified.

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Josh reported that he has talked to people in the know and attorneys regarding the on-going roof issue. He pointed out that, this is not a case of court litigation but rather a pending claim on work performed. He is in talks with the adjuster and noted that this is a work in progress

He is currently gathering information pertaining to what we can prove as far as damages. He will then negotiate with the adjuster. There is currently a gap of about \$22,000, between what the insurance company wants to pay and the numbers that Loni has as expenses. He does not want to leave money on the table.

There was discussion as to which company was Josh was conducting the settlement discussions. Loni said that the adjuster is from A-1's insurance company. For these units, A-1 was not allowed to return and thus there is not a warranty.

Dalene mentioned that during the roof work last year, she had a birds eye view of the roofs and the workers. She reported that the roofs were left exposed, despite an impending snow storm. She recalled that they started doing roof work in January 2021. She said she is willing to and will write an affidavit to that affect.

Hot tub was discussed as mentioned above but it was reiterated that Rishawn is reviewing bids for concrete pad and electrical. He does not recommend putting new jacuzzi where the old in-ground jacuzzi was. Rishawn reported that the quotes he has received are for the new above ground tub being installed where it is placed right now. The clarified that the bids are not for putting it on top of old spot.

Again it was discussed that there will need to be stairs for the jacuzzi entrance.

Pool will open on time, which will be for the Memorial Day weekend.

Parking lot cleaning/sweeping is going well. The company has come for the last 3 weeks. The sections that have been worked on look great. The cost of this initial clean up was \$ 2,350. The company can't give a quote for a quarterly maintenance scheduled, until they are finished with the initial clean up.

Past due accounts were discussed. It was decided that once an account is 90 days past due, a letter will go out to that owner. Last quarter's statement provided by Ken Shields is still being gone over as it may have errors. The last statement owners received was for April, May and June. Loni stated that the Parking Fee Statement was wrong. In Mid-June owners will receive one statement for the months of July, August and September.

Josh recommended that the Special Assessment be bifurcated, meaning the Special Assessment fees should be separated from regular dues. Regarding the Roof Assessment Fee, when did it start, when does it finish, where did it go. It was calculated that we should have \$80K from the Roof Assessment, from last year. Josh

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said we need to be able to show where it went and that is why the current Board is looking forward and backward as to the accounts.

Unit designation 2014 - 2024 first roof assessment b c d \$56.50 a 84. To 85 2023 is last year for \$1000 assessment.

Josh informed us that in going through the records, there were no contracts with the roofing companies found. Additionally, there were no certificates of insurance found. Josselyn asked whether questions about statements, should go to Loni or Gwen, the accountant. Loni mentioned that we only pay Gwen \$850 a month (with tax \$921) and that does not include fielding telephone calls from 80 unit owners. Owners can contact CCVHOA via the website.

New Business

Website was discussed. We pay Aztec Media \$130 quarterly to maintain the website. Loni presented an overview of 1st Q 2021 vs 1st 2022 results. All agreed the quarterly \$130 was worth the service.

Josh stated that the discrimination complaint was handled, as far as the CCV HOA was concerned.

It was pointed out that maintenance requests can be handled on the web, under forms and then documents. The Board realizes and want to reinforce that there is a fine line between what the HOA is responsible for and what is owner's responsibility. Going forward, on all matters, the board wants to take a proactive measure, recognizing that each owner holds 1/80th of a share in the common property.

Motion by Loni to adjourn, seconded by Cathy.

Opinions were sought as to location of next meeting. Majority was in favor of pool side at CCV.

Dalene asked if meetings had to be on Wednesdays as they are not good for her schedule. Discussion was opened up. Cathy suggested alternating the meetings between Tuesday and Wednesdays. Topic was tabled until the next meeting.

Josh asked bank account signers to stay behind to sign documents.

No additional business from other board members.

No additional business from owners or guests.

Next meeting May 11th 6:00, poolside at the CCV.

Meeting adjourned by President, Joshua Payne