

Castle Valley Ranch Townhomes Association

A meeting of the Board of Directors for Castle Valley Ranch Townhomes Association was held on **July 8th, at 6 PM via ZOOM.**

1. Roll Call – Board of Directors
 - a. Renee Miller (Present)
 - b. Karen Frye (Present)
 - c. Jeff Vroom (Present)
 - d. Myrna Candreia (Present)
 - e. Laura Brown, Association Manager (Present)
2. Call to Order
 - a. The meeting was called to order at 6:01 PM by Laura Brown.
3. Approval Action Items:
 - a. A motion was made by Karen Frye to approve the meeting minutes from the April 16th, 2024, Board of Directors meeting. Seconded by Myrna. No discussion. Passed unanimously.
4. Board of Directors Update
 - a. Management provided the Board of Directors with Q3 Education, including a 2024 legislative summary update and two slideshows on assessments and budgeting and budgeting in a common interest community from DORA and the HOA Resource Center.
5. Financial Update
 - a. Management provided a copy of the Year-to-date financials, including a Balance Sheet, Income Statement, and Delinquency Report as of 6.30.24.
 - i. Current Balances - \$36,175.43 in Operating and \$53,362.44 in Reserve.
 - ii. Current Delinquencies - \$7,492.00 - 4 units are more than 30 days behind and are currently receiving delinquency notices in accordance with the Collections Policy and have received payment plan offers. One unit has accepted a payment plan, 2 units are on their 3rd notice, and one unit was provided with their 4th and final notice. Management has provided the Board with a Guide for HB22-1137, which provides an outline for the requirements of an Association to collect unpaid assessments, as well as a checklist for the transfer of delinquent accounts to an attorney for collections. The Association is familiar with Western Law Group and management provided the Board with an introduction, engagement agreement, legal fee schedule and the resolution that will be needed in order to send any delinquent units to collections. Karen Frye would like to discuss delinquent accounts in an executive session immediately following the Board meeting.
6. Management Report
 - a. Seasonal Contracts: Management asked the Board, and owners present for feedback regarding the current landscape and irrigation vendor (Daly). Karen used some clay softener on her grass to let the water permeate and improve the drainage. Jeff wants management to ensure watering uniformity within the community. Karen would like the type of grass to be consistent for aesthetics. Renee would like to discuss replacing grass with xeriscape.
 - b. Tree Maintenance – Maple and Ash trees were sprayed by Earthwise and several were removed due to infection and scheduled to be replaced either this Fall or next Spring. Renee provided the Board with recommendations from West Canyon Nursery (choke

- cherry, locust, or maple) for replacement trees. Management is concerned about Fall planting because the trees will need to be hand watered once the system is turned off.
- c. Fence Repair/Replacement: Management provided the Board with 5 estimates from local companies to repair/replacement the declarant fencing at the following addresses: 9/13/17 and 14/18/22 Redstone, along with several triage repairs that are necessary. Jeff would like a list of owner-installed fencing. Jeff would like to compare materials across the 5 estimates and gather numbers on only replacing the necessary posts, not all of them.
 - i. Karen made a contingent motion to approve Gemini Construction's estimate for fence replacement to the above-mentioned addresses, pending the approved list of materials, cost difference for replacing all posts vs. necessary posts, and including the approved stain color on the estimate. Seconded by Jeff. Myrna agreed. Renee remained neutral with her vote.
7. Community Comment
 - a. Allie Luna would like to receive the recommendation for trees and confirm a timeframe for planting.
 8. Old Business
 - a. None presented.
 9. New Business
 - a. The next Board meeting is tentatively for **September 16th, 2024**, via ZOOM, with another Board meeting scheduled following the annual ownership meeting on **October 21st** at 6 PM at the Library in New Castle.
 10. Motion to Adjourn
 - a. There being no further business to come before the Board, Myrna made a motion to adjourn the meeting at 7:45 PM. Seconded by Karen; No discussion; passed unanimously. **EXECUTIVE SESSION TO FOLLOW.**

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals