

The meeting was called to order at 6:35pm with 4 Directors present, Lacy arrived shortly after:

Jen Barbieri
Gene Niederkleine
Dennis Robertson
Matthew Kifer
Lacy Smay

Also present was Gil Pierce of Rockwood Property Management as well as 0 homeowners.

Board Meeting Minutes of 7/6/23 and 10/18/23 were adopted by unanimous vote. Jen will send the final copy to RPM for posting to the website.

OLD BUSINESS

ACC Rulings: Kyle Shearers appealed to the Board of Directors on the ACC's denial of his requests. After further review the Board has decided that they will not vote on his denied applications to overturn the ACC decisions. The Board has no obligation per the Governing Documents to review and comment on ACC decisions and wants the current decisions made on Shearer's applications by the ACC to remain with the ACC as stated in the Governing Documents. The Board has reservations about setting a precedent for this request but ultimately tabled enforcement until/unless the aesthetics no longer meet community standards.

Code of Ethics: Gil presented a document created by CAI (Community Associations Institute) as an outline for Director conduct. Upon a motion duly made and seconded, the Code of Ethics was adopted by the Board. A copy will be posted to the website and a link will be included with the Annual Disclosure at yearend.

NEW BUSINESS

Kyle Perez v Montrose Master Association: Gil confirmed that the suit was referred to Lukins & Annis PS for review and guidance in responding. The Board will consider the response once drafted. Further, the attorney will compose a disclosure for distribution to the members regarding the suit and the potential impacts.

Proposed 2024 Budget: the draft budget was presented by RPM, which calls for an assessment increase from \$135 to \$150 semi-annually. The following points were reviewed and discussed:

- Landscape and snow removal rates will increase (up to) 10%, based on the scope of work. Absent any serious/unresolved complaints and provided the contract increase is on-target with market rates, these services aren't bid annually. However, RPM does solicit pricing frequently enough (4 contractors in the last 7 years) in Montrose and other communities to ensure we're receiving good value at this price point.
- Snow removal services are difficult to predict and so the budget is funded to provide enough funding for seasonal fluctuations without generating excess income.
- Income is budgeted based on building trends and projections but until the community is built-out, this is a moving target.
- The Board reviewed the community events expense, which is comprised primarily of food with a smaller portion reserved for movies in the park. After much discussion, the food budget will be reduced by \$5k and the reserve contribution will be increased by \$2.5k.
- Electricity is expected to increase by 7% and insurance premiums are expected to increase 10-15%.
- RPM is collecting a new proposal for D&O coverage now that the Declarant is no longer a managing Director. The previous proposal was very expensive because the Declarant was listed as a managing Director.
- The dues increase notice will include an option for owners to opt-in to email delivery, which could have a material impact on mailing/postage expenses with strong enrollment.
- Management fee will increase \$0.25/door, which is below market rates (currently at \$7-10/door).



- RPM recommends a reserve study to help inform long-term funding for maintenance and replacement of major common elements. The Declarant has provided an informed funding model based on the information available at the time, but the ongoing funding model should be updated every few years through a Reserve Study. A budget for obtaining a reserve study will be funded in 2025.

- The Apartment building owner pays 50% of the monthly dues per door.

With no further changes or objections, the 2024 Budget was unanimously approved by the Board of Directors. A copy of the budget will be sent along with the dues increase notice, coupon book and annual disclosures.

Enumeration of Officers: a motion was made and seconded to remove Lacey from the Secretary position and Matthew was elected to fill the vacancy.

HOMEOWNER FORUM

With no members in attendance, there were no comments made during homeowner forum.

With no other business rightfully brought before the Board, the meeting was adjourned at 8:05pm.

Respectfully submitted,
Melissa Owens, CMCA, AMS
Association Admin, Rockwood PM