

**Minutes**  
**Cedar Ridge Condominium Association Board Meeting**  
**Meeting location: Conference call**  
**June 18, 2020**

**Meeting called to order: 7:09 PM**

**Board Member Attendees:**

Theresa Huizi, President, Treasurer  
Sergio Diaz-Cuellar, Vice-President - Absent  
Eliza Holden (Tudor), Secretary  
Matthew Nordstrand, 5th Member - Absent  
Also: Kathy Dough, Association Manager, Arynbyte

**Minutes:**

- Meeting minutes from May 2020 minutes approved unanimously.

**Financial Report & Treasurer's report:**

- Total Cash Reserves as of May 31 2020 \$1,279,250
- Delinquencies \$37,626 (the majority 35,717 sent to attorney, remainder \$1,909
- YTD expenses- Financials show 23% above budget and the primary reasons are general maintenance and roof repair.
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**Manager's Report – Topics of discussion**

**Unfinished Business**

- Amendment to Declaration, Rewrite of Documents - still open.
- Rules rewrite- still open.
- Vehicle charging stations – pending onsite visit. The project is being delayed due to Covid-19.
- Painting project – 4 proposals have been received. The board to reach out to contractors with some clarification questions.
- Roof inspection by Kilburn Architects and Roof Technical Services (RTS) Pending a second opinion on how to solve condensation problems. Board has agreed to use Intertek for the second opinion.

**New Business**

Bartlett Tree proposals:

- Building & Carport Clearance - \$13,167.00 Approved
- Hazardous Tree Trimming & Removals - \$26,218.50 is sent back to the landscaping committee for a review.
- The board is examining the possibility of filing an insurance claim for the sewer leak in building 17.
- Pool season – the pool is currently closed and will remain so until the board can further evaluate if we can re-open in Phase 4, when all the restrictions are lifted. The board is

considering opening in Phase 3 if the additional cost (increased liability, additional cleaning expenses etc.) can be agreed upon and justified.

### **Ratification of business matter approved between meetings and in previous meetings**

With no objections, the Board ratified the following items previously approved between Board meetings:

- 2020-2021 Insurance policies have been renewed at a total cost of \$93,723
- Revised painting specifications and contractor questionnaire.

## **Other Topics**

### **Rules and regulations Committee**

- No discussion

### **Financial Committee**

- No discussion

### **Landscaping Committee**

- Tree inventory. Pending quote from Bartlet.

### **Owner Inquiries and Comments**

- 13B requesting that the association sponsor window cleaning for all units as a common expense

Per our rules, the Individual Condominium Homeowner is responsible for the cleaning, maintenance and replacement of the exterior windows and screens.

## **Meeting Adjourned: 8:00 PM**

Next meeting: July 16th, 2020