

CT Condominium Association
July 14, 2022 5:00 PM

AGENDA:

1. **Call the meeting to order:** Meeting via Zoom called to order by Mickey at 5:00pm
2. **July Meeting Attendance:** Mickey Smotherman, Jim Seneker, Jon Schmidt, LaDeen Arthun, Laura Nichols, Linda Breeden (owner)
3. **Owner's forum:** No report
4. **Approval of June Meeting Minutes:**
Jim motioned to approve minutes as written; Jon seconded. All in favor. Motion passed
5. **Action Items from June Meeting:**
 - a. Landscape items: LaDeen to talk with Lindsay re: weeding of adjacent beds by owners/delegates including identifying options for those who cannot or choose not to do the work. She will also clarify what the repercussions are for noncompliance as well as plans for ongoing monitoring and owner reminders. **COMPLETED:** Lindsay has engaged two contractors to do the weeding for owners who either opted out and did not do the required weeding themselves or who requested SPP assistance to have a third party do it. In either instance, the contractors will bill CT via SPP who in return will bill respective unit owners for the work. Weeding should be started and completed by July 23, 2022.

For 2023, the Board agreed with Lindsay's suggestion to eliminate all weeding responsibilities by owners and have the landscaping company do it twice per year. This additional service will be built into the 2023 budget. By eliminating this task, it allows owners to no longer worry about notices or warnings which in turn reduces some work for SPP Management. Implementing CT-wide weed control by the landscapers also creates consistency in how the beds look throughout CT Condos. **NOTE: This does not apply to inside unit patio fencing. It also does not apply to trimming tree and shrub trimming – that work is covered by a separate policy. ACTION:** LaDeen to provide additional costs to include in 2023 budget.
 - b. Vacant property management (future Six Range site): Mickey to ask Lindsay about city mowing requirements for vacant property. **COMPLETED:** Both Lindsay and Mickey have filed formal complaints to Gary Roberts <groberts@bozeman.net (Program Mgr, Code Compliance) regarding the weeds and mowing needs of the Paine property. No word yet whether the City has taken, or will take, enforcement action. Code authorizes a fine or City abatement. Owners are encouraged to file their own complaints to the Code Compliance Office. Complaints can also be made at Weed District | Gallatin County, MT (virtualtownhall.net) and to lkline@bozeman.net.
 - c. Rental tracking: LaDeen will follow up with Lindsay regarding how often the rental tracker document is updated and posted to the Board's shared drive. **COMPLETED:** The Master Rental List is accessible to CT Board on its shared drive and is up-to-date.
 - d. Owner request for fence installation: Lindsay/SPP to inform requestor of conditional Board approval **COMPLETED:** Owner agreed to comply with Board conditions.
 - e. Six Range Project Documents' Review: Each Board member is to identify which specific documents appear to create a possible legal impact to CT property as preparation for a possible meeting with CT attorney **COMPLETED:** Board members met with Alanah Griffith via Zoom on June 20,2022 and reviewed pertinent documents related to easements and other issues that the Paine project poses to CT property and owners.

- f. Insurance Policy Coverage and Limits: Mickey to follow up with Blaine Martin, CT Insurance Agent with HUB International, to get more definitive coverage options with rationale for increasing coverage and costs. **ONGOING**: See 'Old Business' section of these minutes.

6. Committee Reports:

a. Finance and Capital Improvements: Jim

- i. 2022 Midyear Budget Review Discussion: Jim reviewed the July 14, 2022 report.

Highlights include:

- **Utilities**: All are in budget (water/sewer, electric and sanitation)
- **Landscape services, irrigation, snow removal**: All are in budget; although, snow removal will exceed the budget due to late receipt and payment of a 2021 invoice. Additionally, mowings are higher than budgeted (\$1850/mow actual vs. \$1650/mow budget). This line item will continue to be monitored.
- **Outstanding items**: Painting is currently unspent as the service has yet to be provided. Rain sensors are on order, but not installed yet; monies still in budget. Gravel trail upgrade monies still in budget; timing of work is TBD per vendor.

- ii. 2023 Budget Planning: Work on this will begin in August. Committee Leads need to pull together 2023 estimates. Jim may request input from Committee Leads during August Board meeting.

- **REMINDER: Unit Owner Budget Input**: Jim encourages unit owners with comments, concerns or questions related to the budget (current 2022 or 2023) to contact CT Board Treasurer, Jim Seneker, directly via email to jseneker3@gmail.com

b. Architectural: Jon

- i. Siding replacement is complete.
- ii. Painting: Dates for completing painting is TBD. **ACTION**: Lindsay to follow up with contractor on status.

c. Landscape: LaDeen

- i. Pam Gillette's assistance with CT overall landscaping needs has been very helpful and appreciated. She is working on a 'Landscape Playbook' to help CT Board and owners better understand roles, rules and responsibilities. Timing is TBD. **ACTION**: LaDeen to follow up on its status
- ii. Tree bases and related materials : Owners are responsible for maintaining the base areas of trees in their respective yards. Materials to do so can be rocks, mulch, rubber weed-prevention mats, etc. Also, owners are reminded to clear sucker branches from tree trunks.
- iii. Mower concerns: Concerns were raised regarding ongoing property damage from mowers (e.g., gutter downspouts) and scalping of edge grass with weed eaters. **ACTION**: Lindsay to discuss with vendor.

d. Welcome: LaDeen

- i. Two new sales in CT: LaDeen has met with one owner; the others have not moved in yet.
- ii. 207 Eagle: New owners inquired about the yellow NW Energy posts in yard-- can these be cut? **ACTION**: Lindsay to contact NW Energy for follow up.
- iii. Three units for sale; none under contract

e. Long Range Planning Committee: Mickey

i. Amendment's Committee overview:

- Final draft for all items was completed June 21. Document is now with Alannah Griffith for legal review. Her comments are TBD. Once she provides feedback, the Board may need to meet to review the final product and legal recommendations. After Board review, the Owner Informational Meeting on the Amendments will follow, timing TBD.

f. Management Report: Lindsay

i. Financial- Profit & Loss review of significant income or expense items:

- \$116,036.43 DA Davidson
- \$117891.14 Checking
- \$ 94893.45 Reserve/Savings

- ii. Twelve owners have not paid insurance assessment. Lindsay has called and emailed them personally regarding this. A "last call" U.S. Postal mailing was also done to these owners on July 12th.
- iii. Lindsay asked Maintenance Pro (mowers) to begin mowing CT property that runs on parallel to Hanley on the east side, across from the park and all of the CT property that runs parallel to the walking trail north of the Palisade units.

7. **Old Business:**

- a. Insurance Policy Limits: Mickey stated that the current coverage rate is ~\$135/sq ft per unit. The Board has been discussing whether this amount is appropriate and in line with current replacement and construction values. The Board agreed that this coverage seems low as compared to current market costs. They agreed that any proposed increases in insurance coverage need to be presented to CT Condo owners. Jim proposed to put any insurance policy increase on the Annual Meeting agenda and allow discussion/Q&A; the Board agreed. ***Because this is a tentative topic for the owner's meeting, comments and questions should be held until more detail and clarity is available.*** **ACTION:** Mickey to coordinate content for annual owner's meeting that includes insurance discussion.

b. Six Range Development Updates:

- i. The Public Comment period is now open with an original final submission date of June 18, 2022. Because Paine did not complete the required notification mass mailing to properties that abut this project within 200', this date has now been extended.
The new date is August 1, 2022.

Letters and public comments can be sent via email to agenda@bozeman.net.

Additionally, to access public comments that have been submitted to the City Planning Department use this link:

<https://weblink.bozeman.net/WebLink/Browse.aspx?id=262361&dbid=0&repo=BOZEMAN&cr=1>

- ii. Reminder: For CT owners interested in seeing the set of documents sent to Mickey earlier this month, they may do so via this link: <https://bzncldcloud.bozeman.net/s/jPBNxHoz3Ekiez3> The link is also posted on the CT Owner website, within the password protected section of the site. Details to access this via the password are noted at the end of these meeting minutes.

8. **New Business:**

- a. CT Annual Meeting Date: Sunday, October 2, 2022, 1:00-3:00pm TBD
- b. CT Newsworthy Postings at Mailbox Bank: These will resume with timely, relevant CT-related information. **Action:** LaDeen to retrieve the box keys and will start posting as needed.

9. Chart of Owner/Association Responsibilities: Tabled; Mickey will email the Board with the chart for comment.**July Meeting Action Items:**

- a. **Landscaping:** LaDeen to follow up with Pam Gillette on status of "Landscape Handbook"
- b. **2023 Bed Weeding:** LaDeen to provide additional costs to include in 2023 budget.
- b. **Mowing:** Lindsay to discuss mowing concerns with vendor.
- c. **Painting:** Lindsay to follow up with contractor on status.
- d. **NW Energy posts:** Lindsay to contact NW Energy for follow up
- e. **Increased Insurance Coverage:** Mickey to coordinate content for annual owner's meeting that includes insurance discussion.
- f. **Mailbox News Items:** LaDeen to retrieve the box keys and will start posting as needed.

10. **Next meeting will be: August 8, 2022, at 5:00 PM (via ZOOM).**

11. **Meeting Adjourned: 6:55pm**

GENERAL REMINDERS:

1. Unit Owners can access the **“CT Owners Secure Site” page of the CT Condominium website** via this link: <https://www.saddlepeakproperties.com/ct-condos.html>

Once here, scroll to the bottom of the home page and click on the “CT Owners Secure Site” box. Here, the current CT 2022 Approved Budget, the CT Insurance Policy, current and past Board and Amendment Committee meeting minutes, and relevant documents related to the Six Range Condo development are posted. To access this information, use *Stillwater2022* for the password. **Please do not share this password with anyone who is not a CT Unit Owner.** To navigate between posted items, use the back arrow to avoid closing the site accidentally.

2. **Parking:** While many CT unit owners (and tenants) have guests visit throughout the year...allowing for outdoor time together (i.e., camping, fishing, boating, RVing, snowmobiling, etc.)..., it’s important to remember that CT Condominiums has restrictions on street parking and recreational vehicle parking. *Per the Declaration, p. 10 (e) and the 2016 Violation Policy adopted by the Board:*

- Due to our narrow streets, no parking is allowed on the street from midnight to 6:00 AM (so that emergency vehicles have adequate space to operate).
- No overnight parking of boats, trailers or RVs is permitted in driveways or roadways.
- Violator’s vehicles can be towed at the owner’s expense.

3. **Unit Owner Budget Input:** Jim encourages unit owners with comments, concerns or questions related to the budget (current 2022 or 2023) to contact CT Board Treasurer, Jim Seneker, directly via email to jseneker3@gmail.com

4. The **“CT Condominium Request/Report Form” (attached below)** should be used by a unit owner to request or report any of the following items or issues to the HOA Board. It can be mailed or emailed to Saddle Peak Properties LLC:

- g. Request for exterior air conditioner
- h. Request for satellite dish Request for any type of exterior repair
- i. Request for tree or shrub planting or landscaping
- j. Report repeat violator of CT Condominium Covenants
- k. Information for Newsletter
- l. Nameplate or identification sign
- m. Other

