

The background of the image is a lush outdoor scene. A large tree with green leaves is on the left. A stone sign with the words 'The Boundary' is in the foreground. A building with red trim is in the background. A hanging basket of purple flowers is on the right.

# QUARTERLY BOARD OF DIRECTOR'S MEETING

July 17, 2025, at 3:00 p.m.

RVR Ranch House Conference Room & Zoom

*The*  
**Boundary**

# AGENDA

## BOARD OF DIRECTORS

### Quarterly Meeting

July 17, 2025, 3:00 PM

RVR Ranch House Conference Room and Via Zoom

#### **Board of Directors**

Carl Hostetter, President

Cathy Cooney, Vice President/Secretary

Jay Cofield, Treasurer

Elaine Grossman, Director

Jim McAtavey, Director

#### **Silver Mountain Property Management**

Bill Crowley

Kari Crowley

Nick Cova

- 
- I. Call to Order- Establish Quorum
  - II. Consent Agenda
    - Approval of minutes from April 17, 2025.
    - Email Approvals
      - Renewal of Insurance Policies (Hazard, Directors & Officers & Excess Liability)
  - III. Public Comment
  - IV. Financial Report
    - Second Quarter Financial Results (Kari Crowley & Carl Hostetter)
  - V. Old Business
    - Gutter Replacements - Bldgs 1, 2, 5 & 6 (Nick Cova)
    - Staining Buildings 7 & 8 (Nick Cova)
  - VI. New Business
    - Wildfire Risk Mitigation Plan – Building #10 (Vote)
    - Wildfire Risk Mitigation Measures (Info)
  - VII. Adjournment



# MINUTES April 17, 2025



## THE BOUNDARY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS' QUARTERLY MEETING

*A meeting of the Board of Directors of the Boundary Association was held on Thursday, April 17, 2025, at 3:00 PM MDT at the River Valley Ranch Clubhouse and via Zoom Conferencing, Carbondale, Colorado, County of Garfield.*

### RECORD OF PROCEEDINGS

- I. **Call to Order / Establish Quorum:** The meeting was called to order by President, Carl Hostetter, at 3:02 p.m. Board members present included Carl Hostetter, Elaine Grossman, Jay Cofield, Jim McAtavey and Cathy Cooney. Other homeowners present were 398, 405, 471, 475, 481, 483. Also present were Bill Crowley, Kari Crowley and Nick Cova from Silver Mountain Properties. Kari Crowley assumed the role of secretary to prepare a recording of the meeting.
- II. **Consent Agenda:**
  - a. **Minutes Approval:** With no changes requested, Elaine Grossman motioned to approve the meeting minutes from the previous board meeting held on January 16, 2025. Jay Cofield seconded the motion, and all approved.
  - b. **Email Approvals:** The items below that were approved by the Board via email were officially ratified.
    - i. Appointment of Cathy Cooney to fill the vacated seat on the Board of Directors
    - ii. Approval of 2025 Landscape Maintenance Contract (G. Vega Landscaping)
- III. **Public Comment:** Patricial Freeman at 483 Boundary shared her concerns about the amounts of dog waste that is not picked up.
- IV. **Financial Review**
  - a. **Fourth Quarter Financial Review:** Kari Crowley from SMP reviewed the financial reports from first quarter of 2025. She went through all line items and added context where necessary. After this review, the Board found the financials to be in good standing.
  - b. **Investments:** Kari also reminded the Board that one of the two CDs will be maturing at the end of April. Ms. Crowley did not have information on the rates at that time, but the Board voted to add \$10,000 to the maturing \$40,000 CD and re-invest in a 5-month CD with the best available rate at time of maturity. This was motioned by Elaine Grossman, seconded by Jay Cofield and all approved.
- V. **Old Business**
  - a. **Gutter Replacements (Bldgs 1, 2, 5 & 6):** Nick Cova from SMP provided an update to those in attendance that the gutters on building's 5 & 6 had been replaced due to the fact that the material had begin to rust out creating holes in the bottom that resulted in ice and water build up on driveways. Nick informed everyone that they would continue to monitor the gutters throughout the neighborhood.

# MINUTES April 17, 2025

- b. **Front porch leak repairs (Units 463 & 473)** Nick also updated everyone that the ongoing porch roof leaks at 463 & 473 had been taken care of. The roofers had to build a new cricket in these areas in order to divert water away from the inside of the porch.

## VI. New Business

- a. **2025 Reserve Study (Funding Plan):** The Board reviewed the reserve study and Carl's financial planning documents. The Board recommends continuing with an 8% annual increase in reserve contributions, rather than implementing a large special assessment. They present a 30-year funding plan but acknowledge that future special assessments may still be necessary due to inflation and unforeseen expenses.
- a. **Wildfire Risk Mitigation Measures:** The Board discussed wildfire risk mitigation strategies based on a recent Carbondale Fire Department assessment. They consider replacing wood mulch with decorative rock near buildings while focusing on creating defensible spaces around buildings, removing junipers, installing wire mesh screens on exterior vents, and using fire-resistant materials like hardy board for siding repairs. The group plans to implement these changes gradually, starting with Building #10 as a model. They acknowledge the need to balance fire safety with aesthetics and budget constraints, noting that their well-irrigated location reduces overall fire risk. The Board agrees to prioritize removing dry vegetation and addressing the most critical issues first, while incorporating other changes during regular maintenance and painting cycles.

**VII. Adjournment:** With nothing further to discuss, Cathy Cooney motioned to adjourn the meeting at 4:30pm.

Respectfully submitted,

/s/ Kari Crowley

Secretary to the Meeting

/s/ Carl Hostetter

President



## **Executive Summary**

The Boundary Association remains in a strong financial position at the mid-point of the 2025 fiscal year. The association is debt-free, collections are current, and expenses are tracking well with the approved budget. Board-approved adjustments to reserve contributions reflect a commitment to long-term financial health.

## **Balance Sheet Overview**

Receivables are minimal, representing only the difference between last year's dues and the current increased dues level for one owner. There are no concerning liabilities, and the association continues to operate without debt.

## **Cash Flow and Operating Accounts**

The only notable cash flow event was a large insurance premium payment in June from the operating account. This one-time outflow is not expected to disrupt operations for the remainder of the year. Otherwise, cash flow remains healthy and predictable.

## **Budget vs. Actual Performance**

Overall, expenses are tracking closely with the budget. Landscaping is currently under budget, which is likely due to delayed contractor invoicing rather than actual savings. Revenue from dues assessments is in line with expectations.

## **Reserve Fund Activity**

Two reserve expenses were incurred and carried over from 2024: roof replacement on Building 10 and gutter replacement. Major upcoming reserve projects for the second half of the year include exterior staining of Buildings 7 and 8, Wildfire mitigation around Building 10, and crack sealing.

## **Delinquency and Collections**

There are no delinquent owner accounts or concerns with collections at this time.

## **Reserve Funding Strategy**

The Board has approved an 8% increase in reserve contributions year-over-year. This adjustment supports long-term capital project planning and improves reserve funding strength.

## **Fiscal Year-End Planning**

The fiscal year ends on December 31, 2025. Key financial activities before year-end include final reserve contributions, completion of staining and signage projects, and continued budget tracking. No additional unbudgeted expenses are anticipated.

# BALANCE SHEET as of 6/30/2025

ASSETS	
<b>Current Assets</b>	
<b>Operating Funds</b>	
Alpine Bank Checking	20,551.70
<b>Total Operating Funds</b>	<b>20,551.70</b>
<b>Reserve Funds</b>	
Alpine Bank MMA	80,170.96
Alpine Bank CD 59854	51,211.09
Alpine Bank CD 59853	50,809.32
<b>Total Reserve Funds</b>	<b>182,191.37</b>
<b>Total Operating/Reserve Funds</b>	<b>202,743.07</b>
<b>Accounts Receivable</b>	
Accounts Receivable	89.50
<b>Total Accounts Receivable</b>	<b>89.50</b>
<b>Total Current Assets</b>	<b>202,832.57</b>
<b>TOTAL ASSETS</b>	<b>202,832.57</b>
LIABILITIES & EQUITY	
<b>Liabilities</b>	
<b>Other Current Liabilities</b>	
Prepaid HOA Dues	18,529.87
<b>Total Other Current Liabilities</b>	<b>18,529.87</b>
<b>TOTAL LIABILITIES</b>	<b>18,529.87</b>
EQUITY	
<b>Unrestricted Assets</b>	158,034.47
<b>Net Income</b>	26,268.43
<b>Total Equity</b>	<b>184,302.90</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>202,832.77</b>

# FINANCIAL SUMMARY

January – June 2025 | Quarterly Report



## Operating Performance

Operating Income (Dues)	\$69,190
Operating Expenses	\$69,456
Net Operating Income	(\$266)



## Reserve Funds

Reserve Income (Dues)	\$37,588
Reserve Expenses	\$11,053
Net Reserve Income	\$26,535



## Total Net Income

\$26,268

Combined Operating & Reserve Funds (Jan-June 2025)



## Budget vs Actual Analysis

### 2025 Operating Budget

\$138,500 Budgeted | \$69,456 Spent

### 2025 Reserve Budget

\$70,909 Budgeted | \$11,053 Spent

### 2025 Total Budget

\$209,409 Budgeted | \$80,509 Spent



## Major Expenses

Contract Landscaping  
\$15,965

Insurance  
\$30,965

Professional Fees  
\$11,149

Reserve Projects  
\$11,053



## Key Insights

- **Insurance:** On track with budget
- **Interest Income:** Additional revenue from CD and Money Market accounts
- **Reserve Expenses:** Major projects will fall into the second half of the year
- **Unbudgeted Expenses:** Vegetation removal for wildfire risk mitigation (\$2,225)  
Legal Research on Transfer Fee (\$405)  
Income Taxes on Interest Income (\$421)  
Wildfire Risk Mitigation on Building #10 (Est. \$9,750)



# CAPITAL RESERVE ACCOUNT PROJECTED STATUS (12/31/2025)

Capital Reserve Summary (01/01/2025 - 06/30/2025)	
Capital Reserve Cash Balance as of 6/30/2025	182,191
Plus: Ordinary Reserve Dues Payable	35,455
Plus: Interest Income Net of Income Taxes	1,180
Projected Capital Reserve Balance 12/31/2027	218,826
Less: 2025 Budgeted Reserve Expenses	57,000
<b>Projected Capital Reserve Balance as of 12/31/2025</b>	<b>161,826</b>

2025 Reserve Expense Details	Amount	Paid YTD 6/30/2025	Status
<b>Budgeted</b>			
Exterior Staining (Bldgs 7 & 8)	40,000	-	Late Summer 2025
Roadway Crack Seal	7,500	-	Fall 2025
North Entrance Signage	5,000	-	TBD
Unit Number Identification	4,500	1,303	Completed (1,577 paid in 2024)
<b>Unbudgeted</b>			
Replaced Porch Roof Run Off System (Units 463 & 473)	-	4,325	Completed
Gutter & Downspout Replacements (Units 421 & 433)	-	5,425	Completed
<b>Total</b>	<b>57,000</b>	<b>11,053</b>	

# WILDFIRE PREVENTION INITIATIVES

- ✓ All cedar shake roofs have been replaced with fire-resistant asphalt shingles
- ✓ Spring and Fall landscape cleanup to remove dry vegetation
- ✓ Lawns maintained at 3 inches to reduce fire spread risk
- ✓ Gutter cleaning to prevent debris buildup
- ✓ Irrigation is maintained to ensure a lush, fire-resistant environment
- ✓ Removed trees identified by the Fire Department
- ✓ Pruned all trees for ground and roof clearance
- Discontinue the use of wood mulch
- Hardscape with decorative rock
- Remove highly flammable shrubs, such as Junipers
- Thin back shrubs around all buildings
- Install wire mesh on inside vents (not dryer vents)
- Fill and repair gaps and holes in siding during scheduled painting
- Add gutter guards

# FIRE DEFENSE PLAN UPDATE





# PILOT FIRE DEFENSE PLAN – BUILDING #10



Sample of gutter guard



Sample of colorful river rock



Sample of Metal Wire Mesh



Existing Large Rocks

1. Remove all existing mulch from the perimeter of the building
2. Repurpose mulch around tree bases in front of the building and the common island areas.
3. Install landscape fabric, metal edging and 1-2" decorative multicolor river rock in the designated areas.
4. Clean and add fire-rated gutter guards to all existing gutters.
5. Install 1/8" metal mesh screen to all attic and roof vents.
6. Trim and thin vegetation around the front, sides, and rear of the building.



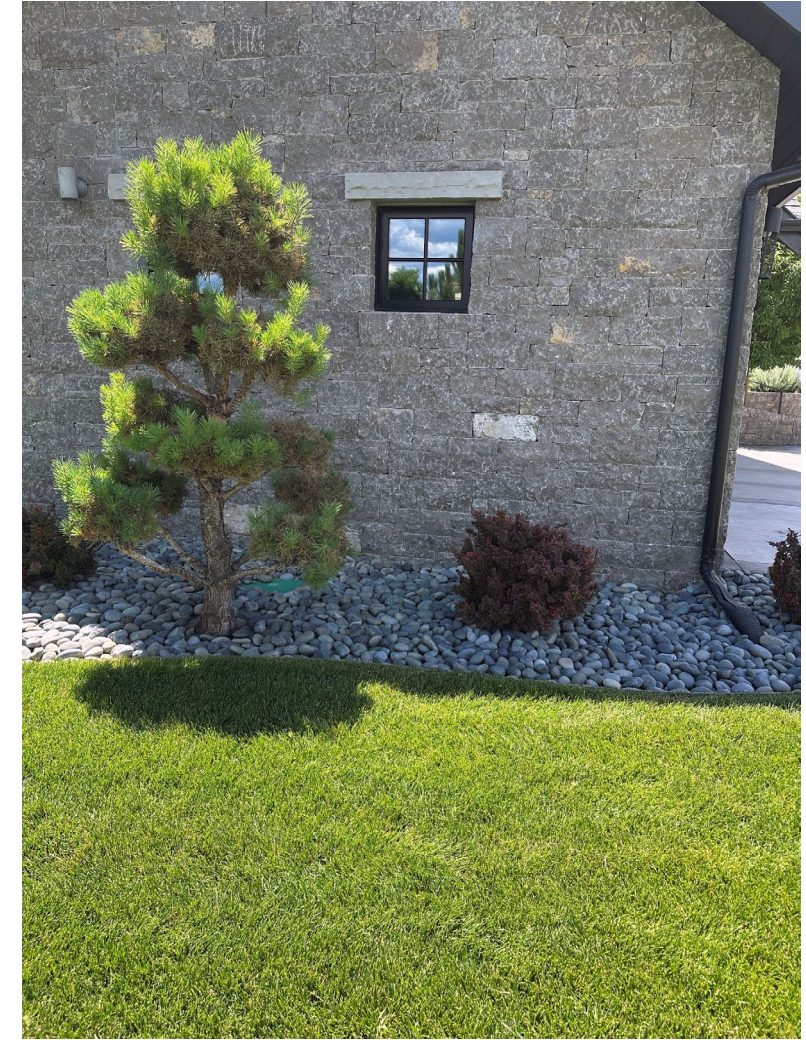
# ROCK BORDER STYLES IN RVR



Small Size Dark Blue



Crushed Refined



Medium Size Dark Grey





questions





## Appendix

# OPERATING P&L STATEMENT

	Actual Jan-Jun 25	Budget YTD	\$ Var YTD	Budget 2025
<b>OPERATING INCOME</b>				
Operating Assessments	69,190.75	69,250.00	(59.25)	138,500.00
<b>Total Income</b>	<b>69,190.75</b>	<b>69,250.00</b>	<b>(59.25)</b>	<b>138,500.00</b>
<b>OPERATING EXPENSE</b>				
<b>Administrative</b>				
Licenses & Permits	-	-	-	80.00
Office Expenses	30.82	174.98	(144.16)	350.00
Website	-	-	-	300.00
<b>Total Administrative</b>	<b>30.82</b>	<b>174.98</b>	<b>(144.16)</b>	<b>730.00</b>
<b>Insurance</b>	<b>30,965.00</b>	<b>31,445.00</b>	<b>(480.00)</b>	<b>62,000.00</b>
<b>Professional Fees</b>				
Accounting (CPA)	500.00	600.00	(100.00)	600.00
Legal Services	405.00	-	405.00	-
Property Management	4,320.00	4,320.00	-	8,640.00
Project Management	4,448.76	5,000.00	(551.24)	5,000.00
Reserve Study	1,475.00	-	1,475.00	-
<b>Total Professional Fees</b>	<b>11,148.76</b>	<b>9,920.00</b>	<b>1,228.76</b>	<b>14,240.00</b>
<b>Repairs &amp; Maintenance</b>				
Buildings	1,063.01	750.00	313.01	1,500.00
Common Area	-	750.00	(750.00)	1,500.00
Contract Landscaping	15,000.36	18,750.00	(3,749.64)	50,000.00
Contract Snow Removal	6,832.50	3,000.00	3,832.50	6,000.00
Project Landscaping	2,225.00	-	2,225.00	-
R & M Supplies	-	219.98	(219.98)	440.00
<b>Total Repairs &amp; Maintenance</b>	<b>25,120.87</b>	<b>23,469.98</b>	<b>1,650.89</b>	<b>59,440.00</b>
<b>Taxes</b>				
Federal	378.00	-	378.00	-
State	43.00	-	43.00	-
<b>Total Taxes</b>	<b>421.00</b>	<b>-</b>	<b>421.00</b>	<b>-</b>
<b>Utilities</b>				
Electric	281.35	300.00	(18.65)	600.00
Water	1,489.00	1,490.00	(1.00)	1,490.00
<b>Total Utilities</b>	<b>1,770.35</b>	<b>1,790.00</b>	<b>(19.65)</b>	<b>2,090.00</b>
<b>Total Expense</b>	<b>69,456.80</b>	<b>66,799.96</b>	<b>2,656.84</b>	<b>138,500.00</b>
<b>Net Operating Income</b>	<b>(266.05)</b>	<b>2,450.04</b>	<b>(2,716.09)</b>	<b>-</b>
<b>RESERVE INCOME</b>				
Reserve Assessments	35,370.91	35,454.50	(83.59)	70,909.00
Interest Income	2,216.72	-	2,216.72	-
<b>Total Income</b>	<b>37,587.63</b>	<b>35,454.50</b>	<b>2,133.13</b>	<b>70,909.00</b>
<b>RESERVE EXPENSE</b>				
Roof Replacement (Bldgs 6 & 8)	4,325.00	-	4,325.00	-
Gutter Replacement	5,425.00	-	5,425.00	-
Exterior Staining (Bldgs 7 & 8)	-	40,000.00	(40,000.00)	40,000.00
Roadway Crack Seal	-	7,500.00	(7,500.00)	7,500.00
North Entrance Signage	-	5,000.00	(5,000.00)	5,000.00
Unit Number Identification	1,303.15	4,500.00	(3,196.85)	4,500.00
<b>Total Expense</b>	<b>11,053.15</b>	<b>57,000.00</b>	<b>(45,946.85)</b>	<b>57,000.00</b>
<b>Net Reserve Income</b>	<b>26,534.48</b>	<b>(21,545.50)</b>	<b>48,079.98</b>	<b>13,909.00</b>
<b>Net Operating/Reserve Profit</b>	<b>26,268.43</b>	<b>(19,095.46)</b>	<b>48,079.98</b>	<b>13,909.00</b>

# WILDFIRE RISK CHECKLIST



**LIVE  
WILDFIRE  
READY**

## **PREPARE YOUR HOME AND PROPERTY FOR WILDFIRE**

Wildfire is a part of nature in Colorado. Grasses, shrubs and trees provide fuel for wildfires. If your home is located in or near the natural vegetation of Colorado's grasslands, shrublands, foothills or mountains, you live in the wildland-urban interface (WUI) and are at risk from a wildfire. If you live in the WUI, take action to prepare your home and property.

Start living wildfire ready with these simple, practical, low-cost actions.

- ☐ Regularly clear leaves, pine needles and other debris from your deck, roof and gutters.
- ☐ Rake and remove pine needles and leaves 5 feet from your home.
- ☐ Store firewood at least 30 feet from your home, preferably uphill, and never on or under your deck.
- ☐ Move items under your deck or porch to a storage area.
- ☐ Prune branches hanging over your roof and within 10 feet of your chimney.
- ☐ Remove flammable material within 6 vertical inches of your home's siding.
- ☐ Mow grasses to 4 inches or less within 30 feet of your home.
- ☐ Clear brush, shrubs and other plants within 10 feet of propane tanks and gas meters.
- ☐ Screen attic, roof, eaves and foundation vents and wall-in areas below decks and stilt foundations with 1/8-inch metal mesh.

The more you do to prepare and plan ahead, the more likely your home will survive a wildfire.



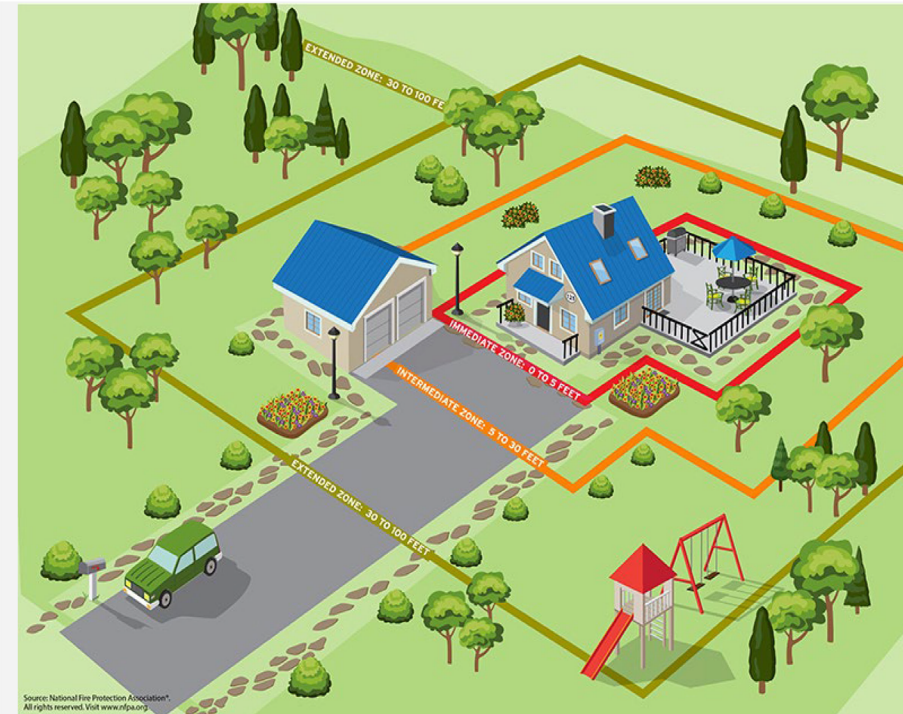
To learn more, consult a local natural resource professional, fire department or organization trained in wildfire mitigation practices where you live, or visit [LiveWildfireReady.org](https://www.LiveWildfireReady.org).

Live Wildfire Ready is generously funded by the State of Colorado.



# WILDFIRE RISK MITIGATION

NFPA - Preparing homes for wildfire



## Immediate zone

The home and the area 0-5' from the furthest attached exterior point of the home; defined as a non-combustible area. Science tells us this is the most important zone to take immediate action on as it is the most vulnerable to embers. START WITH THE HOUSE ITSELF then move into the landscaping section of the Immediate Zone.

- Clean roofs and gutters of dead leaves, debris and pine needles that could catch embers.
- Replace or repair any loose or missing shingles or roof tiles to prevent ember penetration.
- Reduce embers that could pass through vents in the eaves by installing 1/8 inch metal mesh screening.
- Clean debris from exterior attic vents and install 1/8 inch metal mesh screening to reduce embers.
- Repair or replace damaged or loose window screens and any broken windows. Screen or box-in areas below patios and decks with wire mesh to prevent debris and combustible materials from accumulating.



# WILDFIRE RISK MITIGATION

NFPA - Preparing homes for wildfire

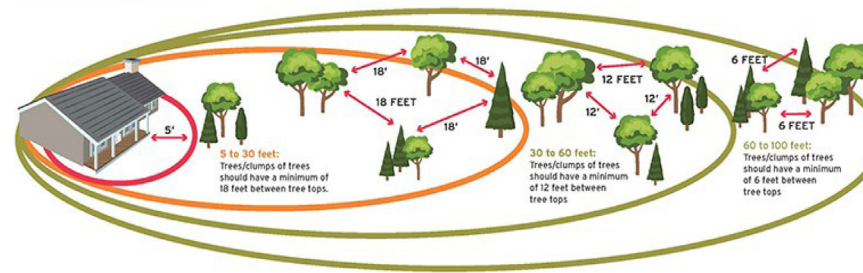
- Move any flammable material away from wall exteriors – mulch, flammable plants, leaves and needles, firewood piles – anything that can burn. Remove anything stored underneath decks or porches.

## Intermediate zone

5-30' from the furthest exterior point of the home. Landscaping/hardscaping- employing careful landscaping or creating breaks that can help influence and decrease fire behavior

- Clear vegetation from under large stationary propane tanks.
- Create fuel breaks with driveways, walkways/paths, patios, and decks.
- Keep lawns and native grasses mowed to a height of four inches.
- Remove ladder fuels (vegetation under trees) so a surface fire cannot reach the crowns. Prune trees up to six to ten feet from the ground; for shorter trees do not exceed 1/3 of the overall tree height.
- Space trees to have a minimum of eighteen feet between crowns with the distance increasing with the percentage of slope.
- Tree placement should be planned to ensure the mature canopy is no closer than ten feet to the edge of the structure.
- Tree and shrubs in this zone should be limited to small clusters of a few each to break up the continuity of the vegetation across the landscape.

### TREE SPACING



## Extended zone

30-100 feet, out to 200 feet. Landscaping – the goal here is not to eliminate fire but to interrupt fire's path and keep flames smaller and on the ground.

- Dispose of heavy accumulations of ground litter/debris.
- Remove dead plant and tree material.
- Remove small conifers growing between mature trees.

<https://www.nfpa.org/en/education-and-research/wildfire/preparing-homes-for-wildfire>[2/22/2025 6:55:29 AM]



# WILDFIRE RISK MITIGATION COMPLETED





# WILDFIRE RISK MITIGATION COMPLETED

## BEFORE MITIGATION



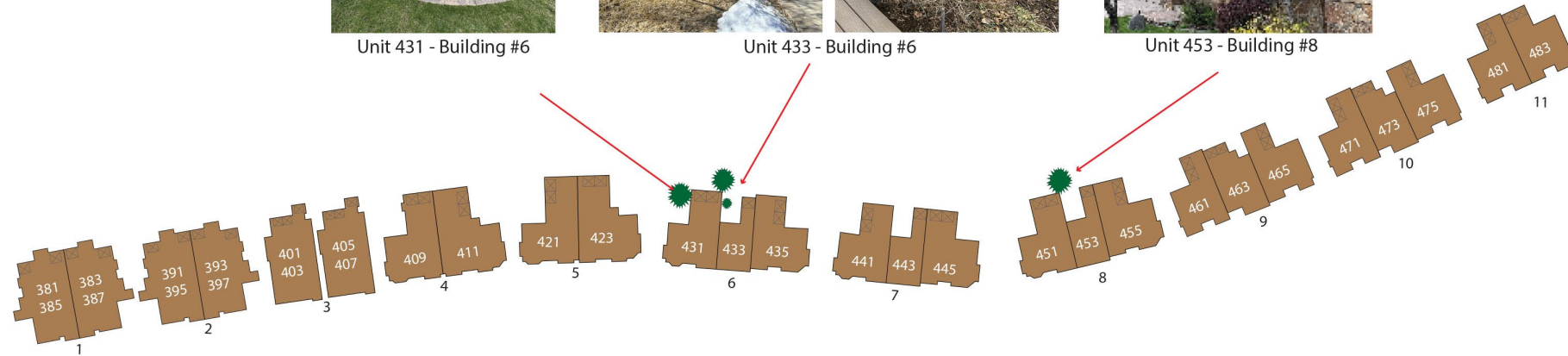
Unit 431 - Building #6



Unit 433 - Building #6



Unit 453 - Building #8



## AFTER MITIGATION



Unit 431 - Building #6



Unit 433 - Building #6



Unit 453 - Building #8