

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING
Meeting Minutes
June 17, 2025

- I. Call to order
President Suzanne Allen called to order the regular meeting of the Hunters Square Board of Directors at 6:59 p.m. on June 17, 2025, via Zoom conference call.
- II. Board Members Attending
Board Members: Suzanne Allen, Nancy Creel, and Romina Peinado Wagner.
Burke Management Group: Robbie Terrant.
Residents and Guests: Michael Youlen, Marta Keil, and Tracy Walker.
- III. Open Forum
Open Forum held.
- IV. Community Police Report
Michael Youlen submitted his report for May 19, 2025, to present.
- V. Approval of the May 20, 2025, Minutes
The minutes of the May 20, 2025, Board meeting was reviewed previously by email. Motion to pass the May minutes was made by Suzanne and seconded by Romina. Motion is passed.
- VI. Financial Report
Management and the Board reviewed the May 31, 2025, financial report. The Association operating account balance is \$140,375.59, total investments are \$151,963.71. Total assets are \$336,715.61.
- VII. Old Business
 - a) Maintenance/Repairs Update
 - Vortex continues to inspect and re-bait all rodent stations as needed with majority of rodent activity in June noted on Niki Place.
 - Dumpster 1 gate post and board repaired/replaced by Turner on May 21.
 - New VizPin installation was completed on May 21.
 - Management contacted American Disposal on May 28 to reschedule trash pickups from June 2 – 6 due to parking lot work.
 - American Disposal notified Management of a 5% rate adjustment to the Association account effective July 1, 2025.
 - Turner replaced the door strike at 9300 Niki Place on June 1.
 - Parking lot repairs and paving was completed on Caspian Way and Niki Place on June 6. Management was on site prior to start of work to place signs and notices of parking lot closures for the scheduled parking lot work.
 - b) Amazon Key – Suzanne updated the Board that the Amazon Key system works separately from the Association's VizPin system. Amazon would need access to our electrical box to connect their access boxes to our electrical panels. Management will follow-up with Amazon contact.
 - c) Caspian Way Bench – Management presented several bench models with dimensions and styles with varying price ranges. After review and discussion, it was decided to purchase

and install Model N1616225, in light brown, 5-foot length with arms at \$1,020.

Management to confirm that the model and size will fit in the designated area at the rear of Caspian Way. Romina made a motion to accept this model bench which was seconded by Nancy. The motion is passed.

- d) Nancy requested that Management speak with the landscapers to determine if they can trim the overgrowth at the pet station at the rear of Building 3.

VIII. New Business

- a) Painting Handrails – Management presented a bid from Turner for the painting of the exterior handrailing at each building. Cost will be \$220 per building. Total cost for 24 buildings is \$5,280. A repair was noted to be required at the 9270 Caspian Way railing. Management will have Turner inspect and advise. Nancy made a motion to accept Turner's bid at \$5,280 for the handrail painting. Romina seconded the motion and the motion is passed.

IX. Executive Session

Motion was made by Suzanne to adjourn to Executive Session for legal discussion at 7:31 p.m.

X. Open Session

The Board returned to open session at 7:59 p.m.

XI. Adjournment

Nancy made a motion to adjourn which was seconded by Romina and the meeting was adjourned at 7:59 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____