

# **CENTRA FALLS WEST HOMEOWNERS' ASSOCIATION**

## **BOARD MEETING MINUTES**

Date: December 10, 2025

Time: 6:30 PM – 7:30 PM

Location: Google Meet

### 1. Call to Order

The meeting was called to order at 6:34 PM by Kirsy Espejo, Board President.

### 2. Roll Call of Directors and Officers

Present: Kirsy Espejo, Brent Folks, James Olacio, Erika O'Bryant

Absent: Patricia Jaquez

A quorum was established.

### 3. Verification of Quorum

Quorum was confirmed.

### 4. Approval of Minutes

The minutes from the September 10, 2025 Board Meeting were approved.

### 5. New Business

#### a. Termination of Loyalty Management Group (LMG)

Kirsy reported that due to improved efficiency and cost savings, the Board unanimously decided to terminate the contract with Loyalty Management Group effective December 31, 2025.

#### b. Transition to Board Self-Management

The Association will transition to self-management, resulting in a monthly savings of \$825, which will remain within the operating account.

#### c. Ratification of New Accounting Firm – Finite Business Solutions (\$475/month)

The Board reviewed and vetted three accounting firms. Finite Business Solutions was selected and ratified as the new accounting provider.

#### d. Royal Palm Trees at Community Entrance

The Board discussed replacing three Royal Palm trees—two located at the main entrance and one located ahead near the mailbox area.

The Board is evaluating smaller-sized options due to high replacement costs.

The estimate for replacing two large palms of the current size is approximately \$7,000, provided by the current landscape vendor, Timoteo Lawn Care.

#### e. Exterior Pest Control Proposal

The Board received three estimates for exterior pest control services.

Royal Pest & Termite submitted the most detailed proposal; the other two were less comprehensive.

The Board will review all proposals and select a vendor.

### 6. President's Report

Ongoing concerns about residents failing to pick up after their pets were discussed.

Residents are encouraged to report issues through email or the community website: [www.cfwhoa.com](http://www.cfwhoa.com)

A new feature for submitting work orders and requests has been activated on the website.

### 7. Accounting Report / Treasurer's Report

Current financials were presented:

Operating Account: \$53,840.47

Reserve Account: \$17,087.18

Total Balance: \$115,786.65

Finite Business Solutions will take over accounting services on January 1, including transitioning to e-statements for HOA dues.

## 8. Committee Reports

### Security Committee

Recommended a low-cost camera system for emergency exit gates.

One test camera was purchased to evaluate performance.

### Landscaping Committee

Committee is exploring mulch updates and addressing dead plants.

The Board presented an estimate from Timoteo Lawn Care for 12 pallets of mulch at \$5,400.

James motioned to approve the estimate.

Kirsey called the vote, and the Board unanimously approved the expense.

### Other Updates

Pro Irrigation is connecting a rust-control chemical tank to the irrigation system.

## 9. Management Report

The "Task Worksheet" was shared with attendees.

Tasks and updates include:

Coordinating with Chris from LMG to obtain additional quotes for pressure cleaning common pavers.

Ensuring final approval of new signage mockups from Cruz Signs before printing.

Following up with the electrician regarding power availability for the security cameras at emergency exit gates.

Continuing discussions with the vendor regarding the full gate community project.

Monitoring palm tree replacement estimates, including smaller-size options.

Obtaining two additional quotes for pressure cleaning of common areas; the quote from Flannel Warriors exceeded \$8,000 and will be compared with new proposals.

## 10. Old Business

### a. Signage Refresh Project

Ratification of the previously selected vendor was discussed since the vote occurred via email.

### b. Main Entrance Full Gate Project

The survey has been obtained the Board awaits the vendor's quote.

### c. Ratification of New Pool Heater – Hixon Pools

Ratification discussed, as the vote was conducted via email following vetting of multiple vendors.

### d. Ratification of Rust Prevention Vendor – Rust Doctors

Ratification discussed based on prior email voting.

### e. Awnings for Common Area Bathrooms

This item was tabled for discussion at the upcoming budget workshop.

### f. Cameras for All Gates – Update

The new security camera system will be tested once the SIM card arrives.

Results will be reported at the next meeting.

## 11. Adjournment

The meeting was adjourned at 7:28 PM.