

Chateau Acadian Homeowner Association
Annual Meeting
July 11, 2020

I. Call to Order

The Chateau Acadian Homeowner Meeting was called to order by Katie Kuhn at 2:38 p.m. on Zoom.

II. Certification of Quorum & Introductions

Katie Kuhn reported that notice of meeting was sent in accordance with the governing documents. A quorum of owners present or represented by proxy was confirmed.

Board Members Present Were:

Jim Watson, President, #105	Jim Durning, Vice President, #102
Kate Schulte, Secretary/Treasurer, #110	Bob Lagneaux, Director, #101
Sandy Nelson, Director, #114	Kristine Koblenzer, Director, #112
Kristina Minchow, Director, #115	

Owners Present Were:

Rose Durning, #102	Helen Brooks & Cyndi Haensli, #104
Ellie Watson, #105	Dan Mira, #106
Robert & Pauline Gearing, #108	Josephine & Michael Stys, #109
John Schulte & Elizabeth Pribor, #110	Jonathan Reinhard & Katherine Lau, #111
Rob McCoy, #112	Paul & Barbara Johnson, #113
Bob Nelson #114	

Representing Summit Resort Group (SRG) were Peter Schutz, Kevin Lovett, Katie Kuhn, Kevin Carson and Kristina Constantine. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

III. Approve Previous Meeting Minutes

Motion: Jim Watson moved to approve the minutes of the July 13, 2019 Annual Meeting as presented. Kristine Koblenzer seconded and the motion carried.

IV. President's Report

Jim Watson reviewed accomplishments for the past year:

1. The Management Agreement was renewed with no cost increase.
2. The Declarations amendment was passed. The vote was 11 in favor, one opposed and four non-responses.
3. A separate account was established for the roof replacement funds.
4. The Comcast service was updated.

5. Efforts continue to find the missing contractor and the \$34,000. The Association may want to hire a professional to aid with the search at a cost of \$200 - \$300.
6. A COVID-19 plan was implemented in mid-March. The hot tub, gym and all common areas are currently closed and will remain closed indefinitely due to the Summit County Health Department extensive cleaning requirements and the associated costs.

V. Financials

A. *Year-to-Date Review as of May 31, 2020*

As of May 31, 2019, there was \$5,949 in the Operating account, \$30,985 in the Reserve Account and \$16,000 in the Roof Reserve account. The Profit and Loss reflected \$52,525 of actual expenditures vs. a budget of \$57,979, which was \$5,453 favorable to budget. The largest variances were in Roof Snow Removal (\$1,000 favorable to budget) and Landscaping (\$1,359 favorable to budget).

There were no owner delinquencies and all Reserve contributions have been made for 2020.

B. *2020 Capital Projects*

Planned projects include:

1. Deck Railings and Surfaces (highway side) - \$5,000
2. Common Area Doors - \$2,500
3. Bathrooms - \$4,000
4. Entryway Tile Floors - \$3,000

VI. Managing Agent's Report

A. *Completed Projects- The board is reviewing this list for necessity and will move any unnecessary projects out a few years in order to continue to build back up the reserve fund.*

1. Repaired several units following a sewer back-up.
2. Repaired sink in Manager's unit.
3. Tested and inspected the fire alarm system.
4. Repaired roof and heat tape.
5. Installed a new hot water heater for the B Building common areas.
6. Swept and inspected the chimneys.
7. Repaired tile in the Manager's unit shower.

There were owner comments regarding crumbling concrete around one of the storm drains and shingles that need repair. Katie Kuhn will follow up on these matters.

VII. Old Business

A. *Roof Special Assessment*

The most recent bid for roof replacement is \$256,000 (from Turner Morris). Updated bids will be obtained when the time comes to start the replacement.

Motion: Bob Lagneaux moved to approve a \$1,500 per unit Special Assessment due in 2020 to be credited to the Roof Replacement fund. Sandy Nelson seconded and the motion carried.

VIII. New Business

A. *Rentals*

Summit Resort Group (SRG) is willing to manage short and long term rentals. Jim Watson pointed out the advantage of having one company handle all rentals would be clear accountability and consistency in addressing issues that arise. The Board is trying to develop a plan to deal with ongoing issues. Owners can call SRG after hours at 970/470-5252 to report problems at the property before calling the police.

Owner comments and concerns addressed the fees charged by SRG for rental management, the potential for increased rates resulting from granting a monopoly, response time to complaints and equitable revenue distribution.

Peter Schutz responded that the SRG fees are 35% for short term rentals and 12% - 15% for long term rentals. These fees have not increased for at least five years. Kevin Lovett added that the response times should be quick for parking problems since they are an Association issue. SRG would prefer a multi-year agreement but would be willing to consider a one-year term. He emphasized that SRG is trying to help and is not pushing this program. Peter Schutz explained that the rental reservation software automatically pulls up the unit with the lowest revenue first to ensure an equitable distribution of reservations, subject to specific guest requests.

Jim Watson said the Board was willing to grant an exception for VRBO units, but the owners would have to comply with all Summit County short term rental regulations. There was also a discussion on actually implementing fines rather than just warnings when rules are clearly posted and communicated.

B. *Contracts*

Owners are required to present draft lease / rental agreements to the Board for review and approval prior to execution.

Motion: Jim Durning moved to require owners who use a third-party rental management company, to contract with Summit Resort Group (SRG), the rental management company selected by the Board. SRG is and to include a requirement for annual contract review and a termination clause in the contract.

Kristine Koblenzer seconded, and the motion carried with two opposed.

C. *Parking*

Owners can use up to three parking spaces, with the 3rd space, based on availability on a first come, first served basis. Renters are allowed to use two parking spaces per unit. Parking passes must be displayed and cars without passes will be tagged. Parking violations are addressed with a written notice, followed by a \$25 fine and ultimately the vehicle can be booted or towed at the owner's expense. Owners can negotiate with their

neighbors to use empty parking spots but the spots may not be used by renters. Owners who rent should provide instructions and directions to the overflow parking available in Dillon. Parking of trailers or vehicles over 22' is not allowed for more than one hour without written consent from the Board. Vehicles less than 22' are allowed to park on the southeast side of the lot away from the units for no more than one week. The Board will add oversize vehicle parking to their next meeting agenda. There was also a discussion on consistent enforcement.

D. Pets

Owners are allowed to have two pets and must register them with the Association. Owners can allow renters to have pets with Board approval. Service and emotional support animals fall into a different category and the laws are changing. If a renter meets the criteria for requiring a service animal and provides documentation, refusing to allow the service animal can put the Association at risk of Federal enforcement under the Fair Housing Act. The SRG lease includes a pet prohibition.

E. Trash/Recycling

There is a dedicated enclosed area for trash and recycling. Glass cannot be recycled on site but can be brought to several recycling centers around the County. Waste Management may impose a surcharge for contaminated recycling. Kristina Minchow volunteered to set out a designated container for glass near the trash bin and empty as needed, Bob Nelson volunteered to help as well.

F. Noise

Quiet hours are 10:00 p.m. – 8:00 a.m. Violators will be subject to fines of \$25 for the first occurrence and escalating fines thereafter. Owners should notify SRG of noise problems during business hours.

G. Hot Tub

The maximum capacity of the hot tub is eight people. The hot tub is currently closed due to current cleaning and social distancing requirements and the recommendation of legal counsel. Once it re-opens, a sign-up sheet will be implemented for access. Once it re-opens, there was discussion regarding a time limit and also a sign-up sheet being posted for access or for those waiting to use. More discussion at the board level is needed to figure out how best to address these concerns. Additional signage will be added on occupancy limit, and time limits if other parties are waiting to use the tub.

H. Wear and Tear in the Common Areas

There is a rental surcharge of \$8/day or a maximum of \$80/month for owners who rent. Owners are expected to self-report and pay the fee. There was discussion about the fairness of continuing the surcharge while all the amenities are closed. This topic will be added to the next Board meeting agenda and Sandy Nelson will do an analysis on the impact of renters to common space, shared costs, and property managers' time.

I. H06 Insurance Policy Reminder

Owners are reminded to carry an H06 policy for all unit contents and the \$5,000 Association policy deductible.

IX. Owner Education

Information regarding virtual Annual Meetings was included in the meeting packet.

X. Website Disclosure

The annual website disclosure was included in the meeting packet.

XI. Election of Directors

There were no Board seats up for election.

XII. Set Next Meeting Date

The next Annual Meeting will be held on July 10, 2021 at 2:30 p.m.

XIII. Adjournment

Motion: Jim Watson moved to adjourn the meeting at 4:12 p.m. Jim Durning seconded and carried.

Approved By: _____
Board Member Signature

Date: _____