

**SNOWDANCE CONDOMINIUM ASSOCIATION  
ANNUAL HOMEOWNERS MEETING  
September 6, 2025**

**I. CALL TO ORDER/INTRODUCTIONS**

The meeting was called to order at 9:06 a.m. via videoconference.

Board members present were:

Ron Molinas, President, A304

Vicky Shafer, Secretary, C304

Cindi Kelly, Member, B201

Bill Potter, Member, C302

Owners present were:

James Deist, A102

Blaine & Alyssa Rhoden, A104

Laura Brookshire, A202

Mary Ott, A303

Judy & Ron Lindeman, B101

Brian Gamet, B103

Judith Rothman, B204

Patty Blank, C102

Ken & Jennifer Reber, C105

Patricia & Doug Hayne, C301

Roberta & James Harper, C305

Christopher Ellis, A103

Cullen & Chris Landrum, A201

Marzetta Goldsmith, A302

Ron Molinas, A304

Scott Rodgers, B102

Greg & Sharon Moore, B302

Bill & Marilyn Brown, B301

Jonathan Spaeth, C103

Michelle & Earl Williams, C204

Mark & Nancy Timm, C303

Mike Quinn, C306

Representing Summit Resort Group (SRG) were Kevin Lovett, Noah Orth and Jay Everist. Matthias Krainz of Summit Management Resources transcribed the minutes from recording.

With units represented in person and proxies received, a quorum was confirmed.

**II. APPROVAL OF PREVIOUS ANNUAL MEETING MINUTES**

**Motion:** Vicky Schafer moved to approve the minutes of the September 7, 2024 Annual Meeting as presented. Ron Molinas seconded and the motion carried.

**III. TREASURER'S/FINANCIAL REPORT**

*A. Balance Sheet as of June 30, 2025*

As of June 30, 2025, the balances were \$94,075 in Operating and \$121,350 in Reserves for a total of \$215,425.

*B. Income Statement as of June 30, 2025*

The Association was operating \$2,297 unfavorable to budget. There were unfavorable variances in Repairs & Maintenance (\$3,510) due to unplanned expenses, Snow Removal & Supplies (\$1,235), Utilities (\$1,838) for utility rate increases and added heat tape, and in End-of-Year bonus (\$500) for a retirement gift for Pete Sims. There were favorable variances in Insurance (\$2,600), Annual Meeting Expense (\$734), Manager's Unit Expense (\$600), and Landscaping (\$714).

There was a question about the negative value in Accounts Receivable. Kevin Lovett explained that a negative balance reflects prepaid dues and dues collections were essentially current. Questions were also raised about the legal expenses, which were attributed to State filings and annual tax preparation.

**Motion:** Greg Moore moved to approve the June 2025 financials. Vicky Schafer seconded and the motion carried.

C. *2024/2025 Approved Budget*

All monthly Reserve contributions of \$5,977 for a total of \$71,728 have been made through June.

IV. **PRESIDENT'S REPORT**

Ron Molinas presented a slideshow beginning with historic photos of Snowdance in the 1970s. He reported that crawl space remediation has been substantially completed, with resealing to occur after full drying in spring. Major unplanned projects included gutter and heat tape replacements, plumbing leaks between C102 and C103 requiring mold remediation and kitchen reconstruction, and extensive stucco and chimney cap repairs following failures in Buildings B and C. The Reserve balance is projected to be \$85,000 year-end. Ron noted there has been frequent water-related damages. He urged owners to inspect plumbing components, replace wax seals and shutoff valves, and consider installing Wi-Fi-enabled water detectors.

**Action Item:** Noah Orth will distribute information on water leak detection systems to owners.

V. **MANAGING AGENT'S REPORT**

A. *Completed Reserve Projects*

1. Building C crawl space lift station repairs, new south-end access created, trenches and sump pumps installed per engineering recommendations and a 4mm vapor barrier installed with a permanent 10mm barrier scheduled for spring 2026.
2. Chimney cap replacements due to deterioration and leaking.
3. EPDM flat roof seam resealing.
4. Dumpster enclosure asphalt shingle roof replacement.

B. *Completed Operating Projects*

1. Annual fire equipment inspections in all units.
2. Building A exterior light replacement for safety and security.
3. Clubhouse hot tub boiler preventative maintenance, heat exchanger and zone valve replaced, shower pan and tile replacement in men's and women's bathrooms due to drain leaks identified in crawl space.
4. Roof inspections and repairs.
5. Gutters and heat tape installed on the north and south ends of all buildings to protect the foundations.

C. *Ongoing Work*

1. Laundry – The washer requires a replacement temperature selector sensor (part on order). The large gas commercial dryer requires HVAC service. Plumbing Systems, Inc. has been scheduled.
2. Building C crawl space – Proposals are under review for new sump pump alarm systems (audio vs. flashing light tree options).

3. Building B crawl space – South end access approved to facilitate crawl space work.
4. Stucco repairs underway on several areas of Buildings B and C.

*D. Items to Report*

1. Unit B304 experienced a soffit ice dam leak for the second consecutive year. Owners should monitor for corner ice build-up and ensure heat tape is functioning.
2. A long-term drain stack leak between Units C102 and C103 required structural repairs, including cabinetry removal and subfloor replacement in Unit C102.
3. Fireplace inspections are mandatory for wood-burning fireplaces and optional for gas fireplaces. Notices will be sent to all owners.
4. Fire alarm battery replacements are scheduled for November.

## **VI. OLD BUSINESS**

*A. Hot Water Heaters*

Three units are due to have their water heaters replaced in 2026. Owners were reminded of replacement cycles and recommendations for ten-year warranties. Warranties longer than ten years are not recommended, as Summit County hard water can potentially contribute to early failure.

**Action Item:** Noah Orth will update the three owners of the replacement plan.

*B. Insurance - Open Flame Equipment Prohibited*

Open flame grill equipment is prohibited as of April 1, 2025, per insurance requirements. Electric grills without flame/combustion are still permitted.

## **VII. NEW BUSINESS**

*A. Sims' Departure/Jay's Introduction*

Noah Orth recognized Pete & Maria Sims for their years of service as property managers, with a \$500 retirement gift noted in the financial report. Their replacement, Jay Everist, was introduced.

*B. Rules & Regulation Changes*

Ron Molinas reported that two clarifications were adopted this past year:

1. Smoking/Vaping Policy – Smoking of any type and vaping are not permitted anywhere on the premises. Smoking inside units is at the discretion of the owner and is not restricted by the Association, but balconies are considered common areas and fall under the smoking prohibition. Owners were reminded to communicate this rule clearly to renters and guests. Noah Orth asked owners to report violations to SRG with photo documentation, so notices can be issued if necessary.
2. Real Estate Signs – Open House signs are allowed on the day of the event. These may be placed in the parking lot and in front of units to reduce confusion and help direct visitors. Window signs are prohibited unless specifically approved by the Board.

*C. Unit Inspection Policy Changes*

SRG will continue to complete unit inspections, but the policy has been updated. Going forward, owners will receive monthly notification in advance of the inspection date.

During inspections, staff will continue to knock and announce, and if the unit is occupied, they will not enter. If the unit is unoccupied, the inspection will include checks for leaks under kitchen sinks, flushing toilets, and running water to prevent dry drains. The intent of the inspections is to identify potential water issues before they become significant problems.

*D. Bare Walls Insurance Overview*

Cindi Kelly reported on the review of Bare Walls insurance as a potential means of containing costs and continued insurability. Under a Bare Walls policy, owners would be responsible for insuring all personal property, all improvements and finishes within the drywall of their units. This would reduce the Association's insured building value and help maintain insurability while distributing costs more equitably among owners. Owners would need to increase their individual HO-6 coverage. The additional cost would vary depending on finishes and condition. Increasing the deductible would be another option. The current \$5,000 deductible is unusually low compared to neighboring associations. Bare Walls coverage cannot be adopted without an amendment to the Declarations. Owners should consult their insurance agents now to understand how such a change might affect their coverage.

**Action Item:** The Board will distribute insurance information once it is provided by legal counsel.

*E. Declarations Amendment Process and Timeline*

Ron Molinas reported that the Board has engaged Altitude Law to review the Declarations. The report is expected within the next month. Once received, the Board will determine which changes are necessary and whether they can be addressed by Board policy or require owner ratification. Insurance provisions may need to be addressed on an accelerated timeline since the Association policy renews on April 1, 2026.

*F. Mailbox Cluster Discussion*

The incorporation of the Town of Keystone may create an opportunity to establish cluster mailboxes and improve mail and package delivery by providing owners with valid mailing addresses. The project would involve additional costs to owners (about \$250/unit).

**Action Item:** The Board will evaluate options with the Town and will distribute a survey to ownership to determine the level of owner interest in cluster mailboxes.

*G. 2025/2026 Budget Ratification*

The 2025/2026 Budget as approved by the Board includes an 18% dues increase. Reserve contributions increased to \$28,000 and were the largest driver of expense. Additional increases were attributed to Utilities (\$3,060), Contract Hours for Project Management (\$4,800), and continued 12% annual rate hikes for Water and Sewer. Repairs and Maintenance increased \$2,560 based on 2025 costs. Owners were advised that the new quarterly dues amounts shown do not include Comcast or utilities. Comcast currently adds approximately \$212 per quarter with another increase expected in early 2026, and Gas is billed separately twice per year. Since the 2025/2026 Budget was not rejected by at least 51% of the ownership, it was deemed ratified.

Ron Molinas reviewed the updated Reserve Study and the 2026–2030 Five-Year Plan. The Board added one-time expense allowances and an annual unfunded emergency line item of

\$35,000, due to the frequency of unexpected leaks and repairs. Upcoming expenditures include parking lot sealing and laundry machine replacement in FY2025/2026 (about \$77,000), wood trim painting and service line work in FY2026/2027 (about \$146,000), major parking lot and siding work in FY2028/2029 (about \$271,000), and siding and stucco replacement in FY2033/2034 (about \$577,000). Last year's Reserve Study recommended a 130% contribution increase but the Board opted for a 20% increase and now believes larger up-front contributions are necessary to avoid risk.

Reserve contributions will increase by 40% this year, then taper to smaller increases over time. The crawl space work will remain funded through Special Assessments so as not to undermine the Reserve Plan.

**Action Item:** Noah Orth will draft a summary of the assessment amounts by unit and post it on the website.

*H. 2025/2026 Crawlspaces Project - Year 2 Special Assessment*

The second phase of crawl space remediation will be funded by a Special Assessment. Owners may pay in two installments, due in October 2025 and April 2026. Owners are encouraged to pay in full up front if possible in order to assist with project cash flow. The Special Assessment is being levied at the maximum amount allowed under the Bylaws, which limit annual assessments to the total of the Operating Budget.

## VIII. OWNER REMINDERS/OPEN FORUM

*A. Owner Reminders*

1. Emergency unit access must be provided to SRG. All units must be on the master key set, and an audit will be conducted to confirm compliance.
2. Fire alarm batteries will be replaced in November. If an alarm is beeping beforehand, owners should contact SRG for assistance.
3. Only electric grills are permitted. Open flame devices are prohibited per the Association's insurance requirements.
4. Snowdance is a smoke-free Association. Owners were reminded to be courteous when windows are open and to communicate this rule clearly to guests.
5. Guests and renters are not allowed to have pets.
6. Owners should exercise unit water shutoffs located behind sinks, toilets, and vanities. Hard water in Summit County can corrode valves, and owners are responsible for maintaining toilets, wax rings, and drains.
7. Plumbing inspections have revealed prior spiral fractures in cast iron drain stacks. Owners should promptly report any signs of leaks so repairs can be made.
8. The dumpster is for household trash only. Large items and construction debris must be taken to the landfill. Owners needing help with disposal should contact SRG.
9. Official parking passes must be displayed at all times. Trailers and RVs require prior Board approval to park onsite.
10. Gas meter access is mandatory. SRG will read meters twice annually. Owners who do not provide access will not be permitted to have gas service. Individual invoicing for gas usage is not feasible.

**B. Owner Comments**

1. Smoking – Enforcement of the policy was discussed. There was a comment that many violations come from owner guests rather than short-term rentals.
2. Parking Passes - Greg Moore confirmed that updated passes have been printed and will be mailed to owners, with extras available at the meeting. Parking is first-come, first-served, with no guaranteed number of spaces per unit.
3. Declaration Amendment – There was a question regarding which Declaration would be amended, as there are original recorded documents and later additions for Buildings A, B, and C. Ron Molinas said the approach will depend on legal counsel's recommendations and could involve either a series of amendments or a full rewrite. The intent is to resolve conflicts and ensure compliance.
4. Property Addresses - The importance of accurate addresses for emergency services, shipping and contractor access was noted. Ron Molinas added that national address certification could help standardize records across agencies, although emergency services may rely more on GPS.
5. Keystone Post Office - It was noted that if a Keystone Post Office is not established, contracted drivers from Dillon would continue to handle deliveries and use of cluster boxes could increase delivery costs.
6. Repair and Maintenance – There was a question regarding the Repair and Maintenance line item, which is budgeted at \$33,000. Ron Molinas explained that the increase is based on incidental repairs incurred in 2024 and also includes new recurring inspections.  
**Action Item:** The Board will break out Repairs and Maintenance into more detailed categories in future budgets.
7. Proactive Maintenance – There was a suggestion to address preventive maintenance to avoid larger future expenses. Ron Molinas encouraged owners to report issues directly to the Board or SRG so they can be addressed promptly.
8. Budget Distribution - Ron Molinas clarified that the budget was distributed by an email link and not by regular mail.

**IX. ELECTION OF DIRECTORS**

The terms of Vicky Schafer and Bill Potter expired. Vicky Schafer was not running for re-election. The candidates were Bill Potter and Bruce Ott. Patty Blank was nominated from the floor but declined the nomination. There were no other nominations from the floor or received prior to the meeting and Bruce Ott and Bill Potter were elected to two-year terms by acclamation.

**X. NEXT MEETING DATE & ANNUAL PICNIC REMINDER**

The next Annual Meeting will be held September 12, 2026 at 9:00 a.m. The annual picnic is Saturday September 6, 2025 at 12:00PM on the South Lawn.

**XI. ADJOURNMENT**

**Motion:** Mike Quinn moved to adjourn at 11:33 a.m. Greg Moore seconded and the motion carried.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Member Signature