

**DRAKE LANDING ASSOCIATION
ANNUAL HOMEOWNER MEETING
October 14, 2023**

I. CALL TO ORDER

The meeting was called to order at 10:00 a.m. via videoconference.

Board members present were:

Tim Colton, President, D10

Laura Snow, Treasurer, A9

Paula Stjernholm, Vice President, A1

Brooks Rarden, Secretary, B10

Owners present were:

Hayley Quartuccio, A3/A5

Gordon Haines, B1

Colette Berge, B3

Karen Gerken, B6

Reese Van Allen, B9

Alan Mendoza, B13

Stephanie Bristley, C3

Patrick Brown, C7

Todd Kercher, A11

Jerry Price, B2

James Davenport, B5

Bruce Anderson, B8

Karen Rarden, B10

Kristen Cotton, B15

Kevin Smits, C5

Willis Bennett, D4

Proxies were received for A2, A7, A12, B10, B14, D2, E11, E12 and E13

Representing Summit Resort Group were Steve Wahl, Kevin Lovett and Dale Hendricks. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. PROOF OF NOTICE/CERTIFICATION OF QUORUM

Notice of the meeting was sent by USPS and email on September 1, 2023. With properties represented in person or by proxy a quorum was confirmed.

III. PRESIDENT'S REPORT/INTRODUCTIONS

Tim Colton reported that the Board conducted a property tour in May to identify any repairs needed to the buildings or landscaping. Projects this past year included roof repairs, painting, asphalt repair and tree removal. The Board started the budgeting process during the summer. A new Reserve Study was commissioned in September. It will be posted on the website. The Rules & Regulations were updated.

IV. APPROVE MINUTES OF LAST ANNUAL MEETING

Motion: Laura Snow moved to approve the minutes of the October 15, 2022 Annual Meeting as presented. Brooks Rarden seconded and the motion carried.

V. FINANCIAL REPORT

A. *Balance Sheet as of June 30, 2023*

Steve Wahl reported that as of June 30, 2023, the Association balances were \$19,313 in Operating and \$302,801 in Reserves.

B. *Income Statement Year-to-Date as of June 30, 2023*

The Association was operating \$5,948 (7%) unfavorable to budget. There were no owner delinquencies.

Steve Wahl reviewed the significant variances to budget. There were overages in Trash (\$647), Sidewalk Snow Removal (\$6,057), Roof Snow Removal (\$990), Gas (\$5,401), Electric (\$2,718) and Plumbing & Heating (\$1,615) and savings in Parking Lot Snow Removal (\$7,550), Security/Fire Safety (\$2,250), General Building Maintenance (\$570) and Hot Tub Maintenance (\$650).

All Association funds are held at Alpine Bank. There was a suggestion to invest some of the funds. Edward Jones is offering 5% for CDs.

Action Item: The Board will work with SRG to invest some of the funds.

C. *2024 Budget Ratification*

The 2024 Operating expenses increased by 11.3%, equating to a \$.06/sq.ft. increase. The Reserve contribution was not changed. Steve Wahl reviewed the significant changes compared to the prior year:

1. Operating Dues – 11.6% increase.
2. Insurance – 15% increase for April through December.
3. Snow Removal – 7% aggregate increase for all three snow removal line items.
4. Electric Utility – increased from \$18,847 to \$25,000.
5. Gas – 15% increase.
6. Plumbing & Heating – increased from \$5,000 to \$7,000.

The monthly Reserve contribution is \$9,166. The contribution was not made for three months during the year due to low cash balances. There is a \$27,755 loan from Reserves to Operating.

Owner comments addressed the following:

1. Willis Bennett suggested consideration of locking the gas rate with Tiger Gas.
2. Tim Colton noted that the budget is based on estimates. Due to high energy costs last year, a loan had to be taken from Reserves to cover Operating expenses. The goal is to make all monthly Reserve contributions and cover all Operating costs. Labor expenses have been a challenge and a mid-year wage increase was approved to help with employee retention.
3. Bruce Anderson commented that the Board policy has been to avoid Special Assessments whenever possible.
4. Todd Kercher said the Management Fees and On Site Hours are increasing 10%, after a 10% increase last year. He felt it was a large increase two years in a row.

5. Laura Snow pointed out that employers are struggling to hire and keep staff due to the tight housing market and high cost of living. The common area doors should be locked at night to prevent unauthorized access.
6. Willis Bennett said the Association funds should be invested to maximize yield. He asked if the financials are posted on the website. Steve Wahl said they are posted and he will include the password in the post-meeting communication.
7. Colette Berge asked what is included in the On Site Hours. Kevin Lovett said it includes the daily opening and closing of the Clubhouse, daily balancing of the hot tub chemicals, cleaning the bathrooms, unit security checks, cleaning common areas, changing lightbulbs and working with contractors. She suggested allowing owners to opt in or opt out of hot tub access.
8. Gordon Haines commented that the hot tub is hardly ever used. He requested an analysis of the total costs for operation. It was noted that this analysis was done about four years ago. The owners were surveyed and there was not support for eliminating the amenity. Tim Colton said the Board will provide an analysis of the expenses.
9. Gordon Haines suggested pursuing energy saving initiatives.
10. Colette Berge recommended that owners turn off their fireplaces during the summer and have them serviced every year or two.

There were no owner objections and the 2024 Budget was deemed ratified.

VI. MANAGEMENT REPORT

A. Completed Projects

1. The annual backflow testing was completed.
2. The annual fire alarm testing was completed.
3. Inspected the boilers.
4. Patched the parking lot asphalt.
5. Touched up the paint on Building D.
6. Added a gutter on the north end of Building A to remediate drainage across the sidewalk.
7. Installed a hot edge and snow fence on the Building E north roof to address ice build-up.
8. Repaired the stone on the Building A chimney.
9. Painted the handicapped parking spots.
10. Added cobble at the north side of Building B and deactivated the irrigation.
11. A leak was repaired in the mechanical room in Building C.
12. There were several leaks in the new flat roof section on Building D. Repairs were completed to the interior of four units and one unit still needs drywall repair. Northwest Roofing has repaired the flashing under warranty and they are paying for the unit damage repairs.
13. Repaired or replaced heat tape on Building D as needed.
14. A roof inspection will be scheduled for all buildings.

VII. ELECTION OF DIRECTORS

The term of Paula Stjernholm expired and she was willing to run for re-election. There were no other nominations from the floor.

Motion: Brooks Rareden moved to elect Paula Stjernholm by acclamation for a three-year term. Willis Bennett seconded and the motion carried.

VIII. OTHER MATTERS

A. *Owner Education*

Steve Wahl reviewed the insurance requirements. The Association policy covers the complex but owners should carry an H06 policy with coverage for liability, contents, deductible assessment and loss of use or rent.

B. *Reserve Study Update*

This agenda item was discussed during the President's Report.

C. *Subcommittee – Electric Vehicle (EV) Charging Station Study*

There is currently grant funding available for installation of EV charging stations. Brooks Rarden has volunteered to head up a subcommittee of about four owners to explore options and provide recommendations to the Board. Gordon Haines and Colette Berge volunteered to serve on the subcommittee.

D. *Update to Rules & Regulations*

Tim Colton said there were revisions to the rules for towing and fines for violations based on new State law and some language in other sections was clarified. It was noted that political signage cannot be prohibited per State law.

E. *Frisco Recycling Program*

The Town of Frisco has passed an ordinance that will mandate recycling for commercial operations starting in June 2024. It will require the Association to provide recycling capacity equal to half the regular trash capacity. The Board will request recommendations from High Country Conservation.

F. *Owner Comments*

The Board and SRG were thanked for their work on behalf of the property.

IX. SET NEXT MEETING DATE

The next Annual Meeting will be held on Saturday, October 12, 2024 at 10:00 a.m.

X. ADJOURNMENT

Motion: Laura Snow moved to adjourn at 11:44 a.m.

Approved By: _____ Date: _____
Board Member Signature