

**HIDEAWAY TOWNHOUSES SUBDIVISION ASSOCIATION
BOARD OF DIRECTORS MEETING
February 7, 2022**

I. CALL TO ORDER

The meeting was called to order at 6:01 pm.

Board members Dave Diehl, Al Grabenstein, Michael Pickell and Cindi Gillespie attended in person; Paul Warbington attended via zoom . A quorum was present.

Kevin Lovett was present on behalf of Summit Resort Group.

II. OWNERS FORUM

Notice of the meeting was posted on the website and emailed out to owners.

Owner Hollis Whitson and Eric Samler of Unit 223 and Owner Jeff Duchin of Unit 314 attended in person. Owners Matt Miklovic of Unit 340, Michael Thomas of Unit 231, Andy Heldt of Unit 253, and Pam Bergman of Unit 273 attended via Zoom. Marty Semmer of the Dark Sky Association was also present.

An Owner noted that the front walk area to his unit was missed during the last round of shoveling; SRG will check it out and talk to the shovelers.

An Owner noted that he would like to extend his unit deck. It was noted that any modification requires submittal of the ARC Request Form and HOA review and approval prior to any modification.

An Owner noted that he was in attendance to listen in on the Dark Sky discussion.

An Owner along with Marty Semmer presented information on the Dark Sky initiative. The Board requested additional information such as what exterior light fixtures are being recommended to install, how many, and what is the cost. An educational initiative was also discussed which would include informational pieces presented to Owners as to when it is proper to use exterior artificial lighting and when to turn exterior artificial lights off. Effects of artificial light on animals and the environment were also presented. The possibility of forming an official committee was discussed; an email will be sent to all Hideaway Owners soliciting volunteers. It was noted that actions taken should be driven by Ordinance.

III. APPROVE PREVIOUS MEETING MINUTES

The minutes from the September 21, 2021, Board meeting were reviewed. Dave made a motion to approve the minutes as presented. Al seconded and with all in favor, the motion carried.

IV. FINANCIAL REVIEW

Financials were reported on as follows:

Year to Date Financials.

December 31, 2021, (2021 fiscal year end) financials report:

Balance sheet:

\$125,845 in Operating

\$80,482 in Alpine Bank Reserves

\$200,003 in Edward Jones Reserves

Profit and loss/ Income Statement:

Reports actual year end expenditures of \$374,620 vs budgeted expenditures of \$395,910 resulting in a year end operating surplus of \$21,289.

Operating Surplus Transfer to Reserves.

Upon discussion, Michael moved to transfer the \$21,289 operating surplus to reserves; Dave seconds and the motion passed.

Capital Reserve Plan.

The Capital Reserve plan was reviewed to include discussion of projects slated for 2022. It was noted that final expenses from the 2021 exterior painting and siding projects will be paid in 2022.

V. RATIFY BOARD ACTIONS OUTSIDE OF A MEETING

The following actions approved outside of a meeting were ratified:

1-18-22 Downspout drain reroute, 291 approved to do in summer

1-10-22 Unit 350 hot tub, allow water and heat this winter, review request for deck repair in spring, approved

1-4-22 Unit 267 window and door replacement request, approved "like for like"

12-5-21 Unit 350 deck repairs, not approved

12-15-21 Unit 300 window glass replacement, approved

11-15-21 Board of Director officer positions, approved

10-26-21 Unit 293 unit modification request (porch shelter), not approved

10-15-21 Unit 223 hot tub installation request, approved

10-13-21 Building 10 heat tape installation, approved

10-12-21 Unit 219 Interior unit remodel request, approved

10-1-21 Unit 201 Hot tub installation request, approved

9-29-21 Unit 334 porch light replacement request, approved

9-29-21 2022 Budget, approved

9-24-21 Unit 314 Front door replacement request, approved

VI. MANAGING AGENTS REPORT

SRG presented the following managing agent report items:

A.CCIOA Required items; The following CCIOA Legislative items were reviewed:

-HB 1254 management fee disclosure was noted

-The Conflict of Interest Policy annual review was completed

-Annual Disclosure; It was noted that the “Annual Required HOA Disclosure” is completed by way of notice of all HOA documents online at the Association website. Notice of this website is mailed to owners with both the annual owner meeting notice and the post annual meeting minute mailer as well as with the annual budget mailer.

-Lease status; Unit rental lease on file status was reviewed.

-ARC status; Unit ARC status was reviewed.

-County Trash and recycling program 2023; It was noted that the County is working to implement a requirement that all HOA’s must have recycling receptacles on site which will accept recycling in the amount of “half” of what the yardage of trash dumpsters will accept on site. The County mandate will be monitored as if imposed this may require modification/ reconstruction of the trash enclosures.

-Roof items 2021-22 winter; A spreadsheet tracking roof maintenance needs was presented. The list will continue to be updated to track areas of roof ice/ snow removal, heat tape repairs and leaks. It was noted that one unit has experienced roof ice dam leak and will require interior unit repairs this Spring.

VII. OLD BUSINESS

The following Old Business items were discussed:

A. Landscape plans 2022

-Maintenance, set scope / review RFP; The landscape maintenance RFP was reviewed. It was noted that there were no changes to the routine maintenance scope for 2022. The RFP will be sent out to landscape companies for bid.

-Improvements (Berms); Berm improvements were discussed. It was noted that Hideaway Owner volunteer work force would be used for bed cleanups and Landscape Company used for irrigation work as needed. The Board reviewed the landscape bed project list and prioritized Projects #2 (between Buildings 10 and 11), #3 (between buildings 11 and 12) and #5 (west of building 10).

-Guidelines for berms; The General Guidelines for Berms document was reviewed. It was noted that brown medium size mulch is recommended. The Board will use enforcement discretion as needed for visually obnoxious or maintenance unfriendly mulch installed. An email will be sent to all Hideaway Owners as we approach Spring to include the Guidelines for Berms document adopted last year, reminding Owners of the document, and asking Owners to review the document.

-ENPHA noxious weed spraying program; The ENPHA noxious weed spraying program was discussed to include review of the areas on Hideaway property that

are treated. This will be reviewed further to ensure that the Hideaway HOA is paying only for weed spraying on Hideaway property.

B. 2022 Projects / Capital plan review; Capital projects were discussed to include:

- Phase 1 and 2 entry door painting; Upon discussion, Cindy moved to accept the Empire Works proposal to paint 51 entry doors in phase 1 and 2 in the green color; Michael seconds and the motion passed. Empire Works will be asked to include the painting of unit 314 new front door in the proposed cost. Empire Works will also be asked to remove the painting of the unit doors of building #6 from the proposal as these have already been completed by Empire Works by mistake in 2021 (it was noted that we have not been billed nor paid for the painting of building #6 unit doors so Empire Works may wish to charge for this completed work).

- Deck Railing replacement; The Board discussed the railing replacement project. Engineering specifications were discussed. The Board agreed to proceed using Cedar #2. Proposals received from Empire Works, Eli Brown and Gold Rock Construction were reviewed. Dave, Paul, and Kevin will work to meet with Eli Brown for further discussion of the project.

- Dumpster enclosure phase 2; The Board discussed possible replacement of the phase 2 dumpster enclosure swinging doors. Upon discussion the Board agreed to hold off on proceeding with any work to the phase 2 dumpster enclosure until additional information is determined from the County recycling program mandates as if passed, these may require a full rebuild of the enclosure.

- Siding shake replacement; Continuation of the siding shake replacement was discussed. It was noted that with the painting of the buildings and siding shake areas in 2021, siding shake replacement will not be pursued in 2022. This project will remain on the radar for future possible replacement.

- RR tie replacement; It was noted that replacement of RR ties identified in 2021 will be pursued in Summer 2022.

C. Skylight maintenance responsibility transfer; The Skylight Responsibility Resolution adopted in 2016 was discussed. It was noted that 2 units have sold since 2016 and per the adopted resolution are now responsible for maintenance and repairs associated with the skylights on their unit to include repairs from damages caused by failure of the skylights. A courtesy email will be sent to the 2 unit owners reminding them of their responsibility. An Owner noted that there have not been any issues with his unit skylight with the heat tape additions, annual caulking of the skylights as well as proactive snow and ice removal in the skylight areas.

D. Unit improvements “like for like”; The Board discussed procedures for Owner requests to complete changes that are not “like for like” items... Examples were discussed to include requests to replace “fixed” windows with windows that open as well

as replacement of entry door handle hardware finish. It was noted that the Board does not establish precedent; instead, the Board will review each request on a case by case basis.

E. Owner Workdays; Owner Workdays were discussed. The Board agreed to utilize the same format as previous year. Dates for Owner Workdays were set to be 6/11, 7/9, 8/6, and 9/10.

VIII. NEW BUSINESS

The following New Business items were discussed:

A. Lighting, porch lights/ dark sky; This was discussed above during Owners Forum.

B. Property Management Agreement, Fee increase; Due to labor shortage and tightening of the job market, SRG proposed a midterm management fee increase of 10%. Upon discussion Dave moved to accept the proposal; All seconds and the motion passed.

IX. SET NEXT MEETING DATE

The next Board of Directors meeting date is TBD.

X. ADJOURNMENT

With no further business, the meeting adjourned at 8:35 pm

Approved: 6-7-22