

**POINTE AT LAKE DILLON ASSOCIATION
ANNUAL MEETING
December 3, 2022**

I. CALL TO ORDER

The Pointe at Lake Dillon Association Annual Meeting was called to order at 9:02 a.m. via videoconference.

II. ROLL CALL

Board members present were:

Terri Golden, President, #102A	Gladys Nieto, Vice President, #101A
Bob Tate, Secretary/Treasurer, #104C	Kirk Bast, Director, #104F

Owners present were:

Karen Zobro, #101A	Rickland Likes, #101B
John Dudley & Andee Aaby, #101F	Laurie Sullivan, #102D
Frank Willems, #103A	Benedicte Jeanson, #104A
Kathie & Art Ballah, #104E	Dan Ballow, #102E

With units represented in person and 11 by proxy, a quorum was confirmed.

Representing Summit Resort Group were Kevin Lovett and Kelly Schneweis. Laina Orlando of Summit Management Resources transcribed the minutes from recording.

III. OWNER'S FORUM

There were no owner comments.

IV. REVIEW MINUTES OF LAST MEETING

Motion: John Dudley moved to approve the December 4, 2021 Annual Meeting minutes as presented. Bob Tate seconded and the motion carried unanimously.

V. TREASURER'S/FINANCIAL REPORT

A. Balance Sheet

Kelly Schneweis reported that as of October 31, 2022, the Association had \$5,934 in the Operating account and \$98,999 in the Reserve Account.

B. Income Statement Year-to-Date

The P&L statement reflected \$140,967 of actual expenses versus budgeted expenses of \$135,663 resulting in a \$5,304 (3.9%) unfavorable variance to budget.

Areas of significant expense variance included:

1. Management Fee – \$1,656 unfavorable to budget due to the new contract.
2. Utilities – \$2,341 unfavorable to budget due to Xcel bills for heat cable.
3. Trash – \$1,006 unfavorable to budget due to additional pick-ups during the holidays.
4. Snow Removal – \$1,738 unfavorable to budget.
5. Grounds – \$1,075 favorable to budget.

Owners are encouraged to sign up for ACH automatic monthly dues payment.

Bob Tate stated that with the two additional payments of \$4,366 in November and December, the Reserve Balance is projected to be between \$105,000 and \$110,000 by the end of the year.

Bob Tate drew attention to the expenses that are under budget through October. Over budget items are primarily non-controllable items, such as snow removal and utilities. Although year-to-date expenses are unfavorable to budget by 4%, by year-end, overall expenses should be very close to the actual budget.

Benedicte Jeanson inquired into the actual dues split between Operating expenses and Reserves. Of the \$14,400 monthly dues, \$4,643 is transferred into the Reserves, which equates to \$193.45 of the \$600 monthly dues per unit.

Bob Tate explained that once the roof repairs are completed, the goal is to reduce the monthly dues to \$500. Northwest Roofing completed a full inspection and maintenance plan this summer. Due to the falling and deteriorating shingles on Building 103, they recommended it should be the first roof to be replaced, which is why it is being scheduled for a new roof in 2023. The remainder of the roof replacement has yet to be scheduled. Building 101 is least likely to need repairs currently. The Reserves are being deliberately increased in anticipation of the roof repairs, which are estimated at approximately \$50,000 per building. Because the Reserves do not have the funds to repair all four buildings, one option presented for feedback from owners is considering a Special Assessment to augment the Reserves. If the roofing company can repair three buildings at once, that may lower the overall repair cost instead of repairing each building separately over successive years. John Dudley asked if there could be cost savings by completing the repair of all four buildings at once. Bob Tate replied that it should place the person managing the roof repair in a better negotiation position. Bob Tate estimated potential savings of \$4,000 to \$5,000 if Buildings 101, 102 and 104 were repaired at once. Another option is to continue to do patch-up repairs at a cost of \$2,000 to \$4,000 per job and project the next roof replacement for 2025. These are original roofs and are approximately 25 years old.

Rickland Likes commented that his homeowner's insurance policy has a coverage provision for Special Assessments. Kirk Bast mentioned that his insurance policy offers coverage for the roof but only for catastrophic incidents, such as a hailstorm, and not for replacement due to age. There was a suggestion to obtain a bid for replacement of all the roofs in one year so owners know the scope of the entire project.

Other upcoming expenses include parking lot repair and a painting project.

Action Item: Kelly Schneweis will request a bid from different roofing vendors, including warranties and the detailed scope of work covered, and present all options to the owners for a vote.

- C. *2023 Budget Ratification*
The 2023 Budget includes a monthly dues increase to \$600, which takes effect January 2023, due to the pending roof replacement.

Since the 2023 Budget was not vetoed by a majority of the membership, it was deemed ratified.

- D. *Capital Plan Review*
Anticipated 2023 expenditures include the roof replacement for Building 103, estimated at \$55,000, more heat cable, estimated at \$3,000 and concrete work at Building 101 to address settling at the back side of the building. Ground Works, a company out of Denver, presented a great solution using foam lifting to stabilize the concrete patios. These repairs are scheduled for next year in late spring or early summer at a cost of \$5,500. The dryer vent cleaning has been scheduled at a cost of \$2,000. Additional bird mitigation (bird spikes) is anticipated at a cost of \$1,500. The total anticipated expense from the Reserves is \$67,000.

VI. MANAGING AGENT'S REPORT

Kelly Schneweis reviewed completed and pending projects.

- A. *Completed Projects*
1. Annual testing and inspection of the fire alarm.
 2. Annual inspection of the fire sprinkler and backflow.
 3. Fire Suppression – 5-year internal inspection.
 4. Fire Suppression – Building 101 flow switch repaired.
 5. Roof inspection and maintenance plan.
 6. Completed gutter repairs, downspout extensions and addition of heat cable on Building 102.
 7. Deck staining project.
 8. Painted columns and the top horizontal beams of Building 101.
 9. Repaired the dumpster door and painted the dumpsters.
 10. Policy Revisions – Per newly passed Colorado Legislation specific to HOA's, revised the Conduct of Meetings, Collections and Enforcement Policies. Final drafts from attorneys are expected this month.
 11. Installed pigeon spikes on Buildings 102 and 104.
 12. Completed annual tree spraying.
 13. HC3 performed an Energy Efficiency Assessment.
 14. Xcel performed an Energy Efficiency Assessment.
- B. *Pending 2023 Projects*
1. Building 101 concrete lifting.
 2. Concrete mortar work around all buildings.
 3. Building 103 roof replacement.
 4. Dryer vent cleaning.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

A. Owner Workday Discussion

Kelly Schneweis said that it is usually the same owners that participate at Owner Workdays. In fairness to all owners, the Board has decided to bill all owners \$150 on January 1st. Owners who participate at the Owner Workday or perform two hours of landscaping during the summer or fall and provide proof of work completed to the Board by October 1st will receive a refund of the \$150. Frank Willems has volunteered to take responsibility for the ongoing maintenance of the island between 103A and B, as well as the island on the north side of 103 where the aspen trees are.

B. Owner Education

Kelly Schneweis provided a summary of the HOA insurance coverage with Farmers. The policy deductible is \$5,000. Any claims filed by owners should exceed the deductible. Included in the presentation was a unit owner's letter from Kinzer insurance, which explains the recommended coverage in the HO6 policy and can be shared with the owner's insurance provider to determine the best coverage for each owner's property. The HOA insurance renewal date is April 1, 2023. Insurance rates are expected to increase. SRG will secure estimates for a new policy 30 - 60 days before the renewal and review with the Board. The HOA policy does not cover loss of rent, loss of use, or personal contents inside of the unit. All Association documents are available online on the website www.srghoa.com.

C. Management Agreement Renewal

Kelly Schneweis stated that the Management Agreement is up for renewal on January 1, 2023. Kevin Lovett said the management fee will not increase for 2023.

Motion: John Dudley moved to renew the Management Agreement. The motion was seconded by Bob Tate and carried.

IX. ELECTION OF DIRECTORS

Terri Golden's term expired this year and she was willing to run again for an additional three year term. John Dudley has offered to run for a position on the Board. Since the election was uncontested, Terri Golden and John Dudley were elected to the Board by acclamation.

Terri Golden asked all Board members to please respond to all email communication that requires a vote in a timely manner to avoid delaying project approval.

X. NEXT ANNUAL MEETING DATE

The next Annual Meeting will be held on Saturday, December 2, 2023 at 9:00 a.m.

XI. ADJOURNMENT

The meeting was adjourned at 10:13 a.m.

Approved By: _____ Date: _____
Board Member Signature