

**SNOWDANCE MANOR ASSOCIATION
ANNUAL OWNER MEETING
September 16, 2023**

I. CALL TO ORDER

The meeting was called to order at 9:08 a.m. in the Snowdance Manor Lobby and via videoconference.

II. INTRODUCTIONS/PROOF OF NOTICE/ROLL CALL/QUORUM

Board members present were:

Marie Cramer, President, #402

Paul Tosetti, Treasurer, #207

Krister Sorensen, Secretary, #203

Owners present (*via teleconference) were:

Lawrence Dillon, #201*

Patrick & Anna Visocky, #204*

Mary Ann Cope, #208

Jaci Spencer, #209*

Catherine Reedy, #302

Cindy Braun, #305*

Mark Cannon, #306

Julie Buckland, #307

Fernando Gonzalez Del Cueto, #309*

Thomas Eldridge, #401

Howard Cramer, #402

Deera Morida & John Robert Wright, #403*

Molly & Matthew Kapalis, #405*

Tom Erpenbeck, #408

Holly Tossetti, #207

Representing Summit Resort Group were Kevin Lovett, Steve Wahl and Kelly Schneweis. Sarah Keel of Incorporate Keystone was a guest at the meeting. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

Notice of the meeting was sent in mid-August. With units represented in person and proxies received, a quorum was confirmed.

III. INCORPORATE KEYSTONE PRESENTATION

Sarah Keel reported that the vote in March passed and Keystone will become a town. Nine Commissioners were elected to draft the Home Rule Charter, which defines the governmental structure for the town. It has been completed and submitted. The vote to approve the Charter will occur on September 26th. If it is not approved, the Charter Committee can make revisions and submit it for a second vote. If it is not approved the second time, Keystone will become a statutory town, which is much more restrictive. If it passes, there will be another election in January 2024 for six Town Council members, a Mayor and a Town Manager. Terms will be four years and staggered. Going forward, elections will be held on the first Tuesday in April. The town should be fully operational by 2025.

Registered voters can vote, run for elected positions, serve on community boards and commissions and initiate petitions. Stakeholders (non-registered voters) have those same rights, with the exception of voting. All public meetings will have remote access.

The Charter does not include any new taxes or short-term rental restrictions. The 2% County Lodging Tax will drop off in February 2024. The town will take over short-term rental licensing in

2024. Implementing new taxes will require approval by the voters. The Town will handle Planning and Zoning but building permits will still be controlled by the County. The town of Keystone will receive a zip code as early as next spring and there are discussions regarding a post office.

The presentation will be included with the minutes. Further information can be found on the website www.incorporatekeystone.com.

IV. APPROVE PREVIOUS ANNUAL MEETING MINUTES

Motion: Krister Sorensen moved to approve the minutes of the September 10, 2022 Annual Meeting as presented. Lawrence Dillon seconded and the motion carried.

V. PRESIDENT'S REPORT

Marie Cramer welcomed all attendees and encouraged owners to contact Steve Wahl or the Board regarding issues in the building.

VI. FINANCIAL REPORT

A. June 30, 2023 Year-End Financials

As of June 30, 2023, the balances were \$16,482 in Operating, \$29,251 in the Alpine Bank Reserves and \$309,239 in Vanguard Investments. Total Expenses were \$4,036 favorable to budget year-to-date. Reserve contributions totaled \$11,000 versus a budget of \$44,000.

There were overages in Legal (\$1,248), Trash Removal (\$1,779), Electricity (\$8,773), Repair/Maintenance (\$10,004) due to leak repairs in #104/#204, Cleaning/Maintenance (\$5,000), Elevator Maintenance (\$1,427) and Pool Supplies (\$1,775). There were no past due owners.

Because of several operating expense overages, the HOA was not able to make all of their reserve fund contributions for the year. The rent on the caretaker's unit had not increased in five years. A new lease was signed in 2023. There is a \$500/mo rent increase, but SRG is covering \$300 of this increase. The new lease was extended for five years.

Total annual Operating dues were \$163,531 and Reserve dues were \$44,000.

B. 2023/2024 Ratified Budget

The 2023/2024 Budget was ratified by the owners at the May 19, 2022 Budget Ratification Meeting and includes a 9% due increase.

VII. MANAGING AGENT'S REPORT

A. Project Update

Steve Wahl reviewed highlights of the report of completed projects:

1. Renewed the insurance policy.
2. Cleaned the exterior windows in the common areas.
3. Completed spring clean-up and preparation of the landscaping.
4. Cleaned and oiled all ski lockers.
5. Touched up the paint in the interior hallways.
6. Tested the fire system and elevator.

7. Patched the parking lot asphalt.
8. Inspected the fire suppression backflow.
9. Tested the irrigation backflow.
10. Inspected and cleaned the fireplaces.
11. Cleaned the drains and inspected the sump pump.
12. Replaced the sauna heater.
13. Replaced the failed hot tub switch.
14. Painted the hallways.

Pending/future projects:

1. Complete lock standardization.
2. Building entry code seasonal change.

VIII. OWNER EDUCATION

The Association insurance policy information and letter were provided in the packet. Everything stated in the Declarations is covered under the insurance policy. Owners are strongly advised to carry a HO6 policy for their unit. Short term rentals should carry rental loss insurance. Owners must understand their insurance policy and coverage. The owner's letter from the insurance provider is attached. This should be used in discussion with your insurance provider to determine your personal coverage requirements. Owners are responsible for any, and all, damage that originates from their unit. Any damage caused by your unit to another owner's unit is your financial responsibility. This includes damage and repairs to your unit, other units, and any common areas. As an example, a leak from your toilet angle stop/shutoff which causes damage to an adjoining unit is your financial responsibility. Owners who are not in compliance with the lock policy will receive a warning followed by fines.

IX. OLD BUSINESS

A. Unit Entry Lock Standards

This agenda item was discussed under Section VII. Owners are responsible for complying with the HOA lock standards for their entry lock. Any electronic locks must be in compliance with the HOA lock policy. Replacement locks must be keyed to the HOA master key for emergency access. Replacement locks and keying to the master are the owner's financial responsibility. SRG can assist you with procuring a locksmith. All units that do not have correct locks and configurations will be fined by the HOA. Fines will increase until the lock is taken back to the original or replaced with a correct lock.

B. Owner Remodel Requirements

Interior remodels require a request to be sent to Steve Wahl, who will then pass the request on to the Board. Permits and licensed contractors are required and plumbing and electrical are required to be up to code. There are two sound standards required when remodeling. The sound standards are to help with noise on common walls and ceilings. Owners can use sound baffling materials in their own units, including the ceiling, to help with noise in their

own units. Be aware of sound channels in the walls when doing anything to drywall and walls.

C. *Rules & Regulations*

The Rules and Regulations can be found on the website.

Action Item: Steve Wahl will attach Rules and Regulations to the post-Annual Owner Meeting message sent to all homeowners.

X. NEW BUSINESS

A. *Parking Pass Distribution for New Year*

Parking passes are generally the same color as Snowdance. Parking passes will be changing at the end of the year as the current pass expires December 31, 2023.

Action Item: Steve Wahl will confirm the color Snowdance is using for the parking pass and get passes ordered.

B. *Pool/Hot Tub Closures*

The pool/hot tub closure dates are on the website. Closure occurs one week after Easter, or the last Spring Braek in Colorado. Re-opening is a full week before the 4th of July.

Closure resumes the Monday after the HOA meeting and continues until the week before Thanksgiving. The pool/hot tub will close April 9, 2024, reopen June 22, 2024 and close again September 23, 2024 – Nov. 22, 2024. Dates can be changed based on ski season dates.

Action Item: Steve Wahl will attach the pool/hot tub closure dates to the post Annual Owner Meeting message sent to all homeowners.

XI. OPEN DISCUSSION

1. It is recommended that owners carry coverage for their unit interiors. There was general discussion regarding owner versus association responsibility for leaks that damage adjacent units. If the item that fails only serves one unit or is appurtenant to a unit, the unit owner is responsible.
2. Steve Wahl will get a bid for a plumber to inspect the units upon owner request.
3. An owner asked if propane tanks would be an option for heating the pool to reduce electric costs. Steve Wahl said the infrastructure is all electric so it would be expensive to switch out the equipment.
4. There was a suggestion to consider heat pumps for the common area heating and smart thermostats in the units to improve efficiency. Steve Wahl said High Country Conservation can provide an energy audit.
5. The rent for the employee unit was raised after five year with no increases.
6. An owner asked for notification when a person will be entering their unit. Steve Wahl stated he sends out notifications and said he received some updated email addresses today.
7. Aspen trees are starting to come in contact with the building.
Action Item: Steve Wahl will have the trees trimmed away from the building.
8. The exterior lights on the top deck of the parking garage are not working. The timer may need to be reset.

9. There is a construction trailer that has been parked in the south lot all year with no communication regarding the trailer.
Action Item: Steve Wahl will ask the contractor to move the trailer to the Snowdance space.
10. There have been some issues with renters using the pool. The Board has discussed security cameras to identify individuals causing the problems, but there would need to be a lot of cameras to track a person back to the unit where they are staying. The Board has not found a camera system that matches what would be needed. The Board has also discussed a keypad for the pool. The concern with a keypad is previous renters remembering the code and using the pool when they are not renting and not being able to track which unit people are renting if more than one unit renter is at the pool at the same time.
11. An owner asked if owners could come up to microphone when they ask a question because it is hard to hear what is being said in the back of the room when on Zoom, or if Steve Wahl can repeat what is being said.
12. An owner asked specifically what the on-site managers do. What are the on-site manager's responsibilities. Kelly Schneweis replied that the managers do daily interior cleaning including vacuuming and wiping down surfaces. The pool is opened and closed daily, and chemical levels are tested and adjusted daily. Responsibilities include parking monitoring, lawn work, sidewalk shoveling. They also do regular lawn watering. Non routine activities include touchup exterior painting, weeding, doggie bag fills and property litter walks.

XII. BOARD OF MANAGERS ELECTION

The term of Marie Cramer expired and she was willing to run again. There were no other nominations from the floor.

Motion: A motion was made to elect Marie Cramer for a three-year term. The motion was seconded and carried.

XIII. NEXT MEETING DATE

The next Annual Meeting date was scheduled for September 21, 2024 at 9:00 a.m.

XIV. ADJOURNMENT

Motion: A motion was made to adjourn at 11:21 a.m. The motion was seconded and carried.

Approved By: _____ Date: _____
Board Member Signature