

**VILLAS AT PROSPECT POINT ASSOCIATION
ANNUAL MEETING
May 29, 2021**

I. CALL TO ORDER

The meeting was called to order by Sean Cavins at 9:52 a.m. via videoconference.

Board members participating were:

Sean Cavins, President, 1517-102

Bernie Bennett, Treasurer, 1521-101

Brenda Lloyd, Vice President, 1519-102

Nancy Lee, Secretary, 1503-204

Owners participating were:

Kevin Hale, 1501-102

Arlene Dinkel, 1501-203

Peter Bonaker, 1503-201

Nancy Lee, 1503-204

Christine Riedlin & Chris Hoidal, 1505-206

Gregg Blumenreich, 1507-102

Peter & Carol Hewett, 1509-206

Tawney Isom, 1509-208

Daryl Goepfert, 1513-204

Kathy Krul, 1515-204

Lynn Ann Bojinoff, 1517-203

Otis Halverson, 1519-201

Christopher & Kim Guarino, 1519-205

Joe & Melva Coughlin, 1519-207

Edward Wright, 1521-204

Tom & Teresa Lash, 1501-201

Marcia & Gary Valbert, 1503-102

Skip & Marisela Burrows, 1503-202

Allison Catalano, 1505-201/1508E

Grant Clayton, 1505-207

Elmer Barbee, 1507-201

Anna Lundberg, 1509-207

Cindy Muesing, 1511-208

Jason Anguilo, 1515-102

Mary Cavins, 1517-102

Scott McClean, 1517-204

Lydia Young, 1519-203

Kit Barwick & Rita Lee, 1519-206

Eastburn & Jeanne Bennett, 1521-101

Representing Summit Resort Group were Kevin Lovett, Rob Loeb and Dale Hendrickson. Erika Krainz of Summit Management Resources was recording secretary.

II. CERTIFICATION OF QUORUM

Notice of the meeting was sent in accordance with the governing documents. A quorum of over 20% was confirmed.

III. REVIEW AND APPROVE MINUTES OF PREVIOUS ANNUAL MEETING

Motion: Brenda Lloyd moved to approve the minutes of the May 23, 2020 Annual Meeting as presented. Skip Burrows seconded and the motion carried.

IV. MANAGER'S REPORT

Kevin Lovett recognized Dale Hendrickson and the Board members for their service to the Association.

A. Completed Projects

1. Renewed the Association insurance policy with Farmer's. An insurance summary and unit owner letter are posted on the website.

2. Registered the Association with the Real Estate Commission/DORA.
3. Improvements were made to the roof and drainage of Buildings 1505, 1509, 1511 and 1519.
4. Installed motion activated sprayer bird deterrents to discourage swallow nesting.
5. Renewed the Comcast contract at the same price with the addition of HD. It was noted that the password provided with the new modems should be random.
6. Removed some large cottonwood trees that were at risk of falling. Kevin Lovett will check with the insurance company as this could positively affect the premium.

B. Planned Projects 2021

1. Spring clean-up is underway.
2. The landscaping beds are being cleaned out. The mulch will be refreshed. Arlene Dinkel encouraged interested owners to help with the flower beds. Lydia Young volunteered.
3. Vole remediation is ongoing and takes place between the 21st and 25th of each month.
4. Full building exterior painting and minor siding repairs will begin June 1st. The contractor has agreed to a 12-month payment plan. The surface preparation will include scraping, power washing and replacement of rotted wood. They will be starting with Building 1517 and the project is anticipated to take about six weeks. Owners will be notified of the schedule. Owners are asked to remove items from their deck if possible (barbecues do not have to be removed). All front doors will be painted at the end of the project. The bird deterrent boxes will be painted to match. The garage doors will be painted. There will be a slight change to the color scheme.
5. Roof drainage improvements to include drywells. Buildings 1503, 1507, 1517 and 1521 are on the list.
6. The asphalt will be patched and crack sealed.

Owner comments addressed the following topics:

1. It was noted that an area of ground that is sinking, which may be an indication of a leak. Kevin Lovett will follow up.
2. There was a suggestion to paint the front doors a darker contrasting color.
3. There was a suggestion to replace the exterior lights with lights that project downward. Kevin Lovett said the Board has discussed looking at options and pricing.
4. The Rhino Shield product for painting was investigated but the cost would have been \$400,000 compared to about \$130,000 for regular paint. In addition, none of the painting contractors in Summit County were familiar with the product and there was concern of the Rhino Shield paint peeling in large sheets.
5. Some of the columns supporting the upper decks have wood repair needs; these will be repaired.

C. Reminders

1. Window coverings must be white.
2. Owners should carry an individual unit owner HO6 insurance policy.

3. Only owners are allowed to have pets.
4. Furnaces should be professionally inspected annually.
5. Furnace filters should be replaced regularly.
4. Water heaters should be inspected annually. Any original hot water heaters should be replaced.
6. Plumbing supply lines should be inspected.
7. Smoke and carbon monoxide detectors should be checked. Any original detectors should be replaced.
8. Owners should review the rules with unit occupants.

Contractors who can perform inspections include Breckenridge Mechanical (970/453-1950), R&H Mechanical (970/328-2699), Premier Plumbing and Heating (970/513-9257), Gallego Mechanical Services (970/406-0336) as well as many other contractors that can be found online.

D. Owner Education

Kevin Lovett provided an overview of the Association insurance. Owners are recommended to review the HOA insurance policy with their individual agents to ensure proper coverage is in place. Individual Owner policies should include content coverage, liability, loss of rent or use and deductible subrogation.

Owner comments addressed the following:

1. An Owner noted that it has been very difficult to obtain information to meet the required STC and IIC ratings for flooring replacement. Kevin Lovett recommended that owners forward their product information and schedule a meeting with him to discuss the specifics. The remodel request form is posted online.
2. There was a question about the layout of the buildings and how condominiums share walls. This information is illustrated in the blueprints, which are available in the SRG office.
3. Owners and renters should be aware that some garage doors are located directly under bedrooms and late night use may disturb occupants in the units above.

V. FINANCIAL REPORT

A. 2020/2021 Year-End Results

Kevin Lovett reported that at the end of the 2020/2021 fiscal year (4/30/21), the Operating cash balance was \$4,739 and the Reserve balance was \$131,504. The Association ended the year 2% over budget in Operating expenses (\$338,432 actual versus \$332,066 budget).

B. Reserve Fund

The Reserve balance remains positive through 2034. In 2021/2022, there are funds budgeted for roof inspection, roof drainage system, painting, landscaping and irrigation repair. Kevin Lovett noted that the timing of some projects might be affected by the significant building materials cost increases. The Reserve contribution is \$8,800/month

and it is the last payment that is made each month so funds can be used to cover Operating cost overruns when necessary.

VI. RATIFICATION OF THE 2021/2022 BUDGET

Kevin Lovett reviewed the budget changes. The overall proposed increase is 2.4% (Operating 3% increase and Reserve 1.9%), equating to an increase of \$8 - \$14 per unit per month, depending on unit size.

Kevin Lovett reviewed the significant line item changes:

1. Legal - \$105 increase.
2. Insurance – \$768 decrease for a total premium cost of \$25,428.
3. Water and Sewer - \$4,960 increase.
4. Cable TV - \$120 increase.
5. Trash - \$924 increase.
6. Master Association Cost - \$400/month increase.

There was a suggestion to look at combining the three Associations into one. Kevin Lovett said this would entail dissolving the existing Associations. He anticipated there would be significant legal costs. The Board will consider this idea.

Kevin Lovett stated that a 51% vote of the membership to reject the budget would be required for the budget to fail. This did not occur and the budget was ratified as presented.

VII. NEW BUSINESS/MEMBER COMMENTS

A. Seed Bird Feeder Prohibition

Bird feeders with seeds attract rodents. There have been issues this past year with rodents getting into vehicles and onto porches. Bears and raccoons are also attracted to feeders and it is further recommended that hummingbird feeders be brought in at night. A rule is proposed as follows: “Seed bird feeders are not permitted to be used on site. Liquid bird feeders, such as hummingbird feeders, are permitted.” There were no owner comments. The Board will consider this rule for adoption at their next meeting.

B. Dryer Vent Cleaning

Owners are responsible for the cleaning and maintenance of their dryer vents. The Association will coordinate the cleaning of all unit dryer vents and bill each owner \$65/unit.

C. Hot Tubs

The hot tubs are now open and available for use with no County or State cleaning, occupancy limit or contact tracing requirements. The tubs were closed because of the additional expense that would have been incurred for compliance with the regulations and the insurance policy would not cover any COVID-related legal claim.

D. Member Comments

1. There was discussion about the schedule for hot tub replacement. There is approximately \$100,000 slated in the Reserve budget in 2024 to address hot

tubs. Teresa Lash volunteered to research replacement options. Kevin Lovett noted that the shells are separate from the components and they can be replaced individually if the mechanical system is still operational.

2. The fence between the wetlands and bike path is no longer in place. Kevin Lovett will follow up with the Town.
3. The dumpster is dented and the door is difficult to open. Kevin Lovett will contact Waste Management about providing a new container.
4. There was concern stated over parking on the northwest side of the complex. A reminder will be sent to owners about not parking in front of garages.
5. All COVID occupancy restrictions have been lifted in Summit County.
6. There are no new rules regarding short-term rentals. Owners who short term rent are required to obtain a license. Kevin Lovett estimates there are 10 – 12 owners who short term rent. The main issue at the property is parking.
7. Owners are supposed to keep dogs on leash and pick up after them. Violations should be reported to management with the unit number if possible.
8. A reminder of the quiet hours will be included in the post-meeting mailing.
9. The management team was recognized for doing a great job at the property.

VIII. ELECTION OF DIRECTORS

The terms of Sean Cavins and Brenda Lloyd have expired. Both were willing to run again. There were no other nominations from the floor.

Motion: Nancy Lee moved to re-elect Sean Cavins and Brenda Lloyd. Teresa Lash seconded and the motion carried.

IX. SET NEXT MEETING DATE

The next Annual meeting was scheduled for Saturday, May 28, 2022 at 9:30 a.m.

X. ADJOURNMENT

The meeting was adjourned at 11:22 a.m.

Approved By: _____

Board Member Signature

Date: _____