

**MOUNTAIN SIDE CONDOMINIUM AND HOMEOWNER ASSOCIATION  
ANNUAL HOMEOWNER MEETING  
September 4, 2021**

**I. CALL TO ORDER**

The meeting was called to order at 8:06 a.m. via videoconference.

Board members participating were:

Pete Pfeiffle, President, 210J

Steve Duree, Treasurer, 143D

David Arnold, Amenities, 7862

Meredith Williams, Amenities, 621

Lucinda Green, Vice President, 264I

Colleen Remsberg, Secretary, 270J

Paul Hamilton, Amenities, 823

Condominium homeowners participating were:

Matthew Plass, 102H

Susan Crisfield, 109E

Luke Gross, 113B

Herb Allen, 124I

Joanne Davis, 137D

Norine Goodwin, 152H

Eldon & Jean Miller, 162H

Jay Ruggeri, 177D

Joelle Miller, 206G

Harold Barnes, 224I

Chad Alber, 234I

Andrea & Jim Baer, 240J

George Muntean, 254I

Steve Furr, 262H

Jim Greene, 264I

Mike Evans, 303B

Ben Turner, 312H

Joelle Miller, 317D

Lyn Pierce, 322H

Peter Digel, 106G

Debra Bourgholtzer, 112H

Robert Klauer, 122H

Desiree Terrell, 129E

Jan Lovelady, 140J

Brian Stevenson, 160J

Barbara Dalvano, 167D

Bill Muldoon, 205A

Steve Kala, 217D

Amy Battles & David Payne, 225A

Rick Schwarz, 236G

Kevin Madry, 252H

Bob Decker, 259E

John Hess, 263B

Colleen Remsberg, 270J

Katherine & Felix Carroll, 311C

Joanne & Mark Slavin, 316G

Eric Kline, 319E

Simone Mancuso, 362H

Single family homeowners participating were:

Richard Hill, 503

Ralph Riggs, 533

Glenn Snyder, 594

Paul Obolewicz, 604

Kathy Nicol, 665

Stephanie Goldammer, 683

Lee Carlin, 733

Peter Veters, 802

Chuck & Mary Morris, 523

Gail Hess, 573

Richard Rosenblatt, 603

John Mueller, 623

Eric Mendelsohn, 675

John Monson, 726

Sheila Nevin, 793

Erin Busken, 893

Representing Summit Resort Group (SRG) were Kevin Lovett and Kevin Carsen. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

**II. PROOF OF NOTICE & ESTABLISHMENT OF QUORM**

Notice of the meeting was sent on August 5, 2021. With units represented and proxies received a quorum was confirmed for both Associations.

**III. APPROVE MINUTES OF LAST ANNUAL MEETING**

**Motion:** A motion was made to approve the minutes of the 2020 Annual Meeting as presented. The motion was seconded and carried.

**IV. PRESIDENT'S REPORT**

Peter Pfeiffle reported that a new management company Summit Resort Group was hired and it has been a vast improvement. The management team has been extremely responsive and they were thanked for their efforts. Projects completed or in progress include the Clubhouse remodel and landscaping improvements. A building architect and a landscape architect have been hired to modernize the facility. A survey of the property was conducted. It was learned that the road behind the E Building is Mountainside property, as are two fingers of land that extend to the bike path. He reviewed the talents and accomplishments of the individual Board members and recognized the non-Board members who volunteered their time to assist with Association projects.

**V. COMMITTEE REPORTS**

A. *Landscape*

Lucinda Green said the committee identified beautification projects to improve the campus aesthetics. In 2019, the planting areas by the Clubhouse and the parking lot were improved. Problems in the irrigation system were identified and upgrades have been started. The time settings will be adjusted to conserve water. About \$2,700 was spent on perennials and the Association saved about \$7,000 in labor with volunteer help. A memorial gift of three spruce trees were planted on the east side of D Building. She thanked owners who shared feedback on sprinkler issues and provided suggestions for improvements.

The patio home irrigation system was mapped out and the condo campus audit and mapping was started this summer. All homes on Hunter Circle, 7<sup>th</sup> Avenue, 5<sup>th</sup> Avenue and Belford will be winterized at the same time as the condo campus at the end of September. A conservation audit for the patio homes was conducted by the Town and recommendations were provided for water conservation. The main campus will be audited next summer. Several patio home timers failed and were upgraded to modern wi-fi timers with rain sensors and shutoffs. Currently 20 of the 26 homes and the Clubhouse have the automatic rain shutoff system.

There is a weekly walkthrough of the condo campus. Sprinkler heads are checked and adjusted as necessary. The electrical wiring was cleaned up, all valves were labeled and new maps were created. The maps are posted in the mechanical rooms. Several non-functioning sprinkler zones were identified and will be brought back into operation. There are currently 16 different timers on the condo campus with 12 different models. All the timers will be replaced and a backbone will be established for single point of control. All interior Clubhouse lights are now LEDs and the bulbs throughout the campus will be switched to LEDs.

*B. Communications*

Peter Pfeiffle read the report from Sharon Schutz. The transition to SRG has gone well and there has been good communication. SRG did a great job updating all website links, and posting meeting minutes, financials and procedures. The response time for maintenance issues has improved. Emails were sent to owners regarding the Clubhouse status, dues statements and new policies. Owners are encouraged to email Kevin Carson with suggestions for the newsletter.

*C. Lake*

An additional log was found to widen the bridge. It should be in place by next year along with more railings for safety. They are working with the shore owners on how the lake will be used.

*D. Clubhouse Remodel*

Kevin Carson said there were many improvements to the amenities and mechanical system, which were in poor repair or not functioning. He thanked the owners and Board members who served on the Committee. The upgrades included interior repainting, LED lighting improvements, improvements to the sound system, steam room repair and grout, repainted the locker rooms, refinished the sauna, resurfaced the pool deck, repainted the racquetball court lines, enlarged the door, added a pickleball net with equipment, updated the pool mechanicals, repaired the HVAC system, installed new carpet in the boardroom, some new exercise equipment, ordered a new large door, repaired the exterior stairs, purchased new courtyard furniture and a new umbrella. A new hot tub is being installed but has been delayed due to permitting. The exterior hot tubs are open and new jet pumps will be installed.

## VI. FINANCIAL REPORT

*A. Condos Financials*

Steve Duree reported on 2020 year-end results. The Condos ended the year with a \$30,644 unfavorable variance to budget. The quality of the accounting has greatly improved. There were audit issues with the previous management company related to their accounting system. SRG has much better controls. As of December 31, 2020, the Reserve Fund requirement was \$1,471,800 for the Condos based on the audit. The Reserves were about 32% funded.

As of July 31, 2021, the working capital for the Condos was (\$83,073), which was just short of one month. He is recommending transferring \$100,000 back to Operating from Reserves to resolve this problem. The other option would be a dues increase.

**Action Item:** Kevin Carson will include the recommended \$100,000 transfer from Reserves to Operating on the next Board Meeting agenda.

As of July 31, 2021, the Condos were operating \$11,610 favorable to budget mainly due to light snowfall and no roof snow removal. It is likely a dues increase will be required to increase the Reserve contribution (currently \$10,000), to cover increased operating expenses and to address deferred maintenance. The Building J water meter includes six buildings. SRG is monitoring the billings and any excess attributable to irrigation will be billed to the owners.

*B. HOA Financials*

The HOA ended the year with a \$10,960 favorable variance to budget. As of December 31, 2020, the Reserve Fund requirement was \$1,143,700 for the HOA based on the audit. The Reserves were about 32% funded.

As of July 31, 2021, the HOA was operating \$3,944 favorable to budget. There were savings due to water conservation, LED lighting and the bulk rate gas contract. The Reserve contribution is about \$7,500/month. The Condo dues include membership in the HOA. Homeowners pay the same rate plus a \$10/month service fee.

*C. Accounts Receivable*

SRG has done an outstanding job collecting past due balances. There were three Condo owners at 90 days past due and one HOA owner past due. Legal action will be pursued if necessary.

**VII. MANAGING AGENT'S REPORT**

*A. Property Management Team*

Kevin Carson reviewed the contact information for the SRG team.

*B. Report on Completed & Pending Items*

Completed Items:

1. Completed the 2020 audit for both Associations.
2. Repaired roof leaks and unit interior damage from the leaks.
3. Repaired frozen pipes in condo garages.
4. Managed the Building E tree donation.
5. Implemented a bike sticker system and rack cleaning to address abandoned bikes. Owners who are missing a bike should contact Kevin as soon as possible.
6. Enforced parking rules.
7. Repaired Clubhouse mechanical systems.
8. Repaired the Clubhouse exterior stairs.
9. Coordinated the Clubhouse upgrades and remodeling.
10. Upgraded the Clubhouse and condo building fire alarm system to have active and cellular monitoring.
11. Inspected the fire extinguishers and replaced pull stations as needed.
12. Evaluated the Clubhouse garage and heating system.
13. Installed a backflow in the Clubhouse.
14. Restored the master key system for the condo units to allow for emergency access when needed. Owners planning to change their locks should consult with Kevin.
15. Repaired the irrigation system.

Pending:

1. Clubhouse remodel (ongoing).
2. Campus Operations Manual.
3. Clubhouse key fob audit.
4. Condo garage column inspection.
5. Upgrades and repairs to campus irrigation.

6. Condo garage lights conversion to constant on (four buildings completed).
7. Hot tub jet pump replacement.

*C. Reminders*

1. Short and long term renters are prohibited from having pets.
2. Parking of RV's, trailers and commercial vehicles is limited to seven days within a 30-day period.
3. Bikes stored long term in the garage must display the appropriate sticker for identification, which can be obtained from SRG.
4. The storage of any items in the condo garages other than bikes, strollers or vehicles in their designated space is prohibited.
5. Smoking of any kind is prohibited within 20 feet of any building (including unit decks).

*D. Owner Education*

Kevin Carson provided a flow chart that explained how claims are handled through the Association and individual unit insurance policies.

*E. Annual Disclosure*

The required annual disclosures related to House Bill 14-1254 and CCIOA were included in the meeting packet and are posted on the website.

## **VIII. ASSOCIATION BUSINESS**

*A. TV Cable & Internet Package*

Jim Green reviewed the television and internet options. The current Comcast package is \$38.99/unit/month and does not include internet.

1. Comcast - \$52.65/unit/month including internet, up to three cable boxes per unit and a modem. Owners could purchase additional upgrades individually at their own cost.
2. ResortInternet - \$45 - \$55/unit/month including internet, depending on the internet speed. Their system would require new fiber and data wiring the exterior of the building. The television service would be provided through DishTV.

The recommendation is to move forward with the Comcast agreement based on the ease of transition, savings compared to the existing service, higher quality, the addition of internet, options for upgrades, no substantial wiring activity, release from the final year of the existing agreement, upgrade to HD and streaming availability.

*B. RV & Trailer Parking Discussion*

There have been increasing problems with parking and storage of RVs and trailers. Sprinter vans are considered RVs.

*C. Roof Inspections & Estimate for Repairs*

Paul Hamilton said the roofs were replaced on Buildings G, I and J. Buildings I and J did not pass inspection and had to be redone. A contract has been executed with Breckenridge Mechanical for quarterly inspections of the furnaces in the garage and mechanical rooms in the Clubhouse. A contract was signed to repair and upgrade the garage heating system

ducts, which have been patched over the years. All critical design drawings are being digitized and stored.

*D. Survey of Condo Campus*

This agenda item was discussed under Section IV.

*E. Garage Column Support Update*

Two of the support columns in Condos A – H show signs of cracking. A professional engineer performed an inspection. The columns are cast into the exterior perimeter walls and some remediation will be required for repair or additional support. An updated report is expected in the next few days.

*F. Irrigation Update & Water Conservation Efforts*

This agenda item was discussed under Section V.A.

**IX. NEXT MEETING DATE**

The next quarterly meeting will be held on November 13, 2021.

The Condo and HOA members convened separate meetings at 9:47 a.m.

**X. ELECTION OF DIRECTORS**

*A. Condo Elections*

Condo owners moved to a separate zoom call to elect directors. There were three seats up for election and the candidates were Lucinda Green, Simone Mancuso, Sharon Shutz, and Whitney Thompson. All candidates had an opportunity to speak and some provided written statements.

Voting was done electronically, and Lucinda Green, Sharon Schutz, and Whitney Thompson were elected to the board.

*B. HOA Elections*

David Arnold introduced the candidates. There were two seats up for election and the candidates were Meredith Williams, Paul Hamilton and John Ginsberg. The first two candidates introduced themselves and provided biographical information. John Ginsberg was not present and did not submit written information.

Voting was done electronically and Meredith Williams and Paul Hamilton were re-elected to the Board.

**XI. PROPERTY OWNERS' FORUM**

HOA Owner questions and comments addressed the following:

1. Bicycles – There are some abandoned bikes at Building H. The staff is doing ongoing removal.
2. Locksmith – Avalanche Lock and Key manages the master key system.
3. Ladders – Kevin Carson will try to find a better location for storage of the Association ladders.

4. Irrigation Blowout – Only the homes attached to the Building J irrigation system will have their irrigation systems blown out. Owners of the other single family homes are responsible for their irrigation system. The Board is looking at a proposal from Greenscapes to manage the irrigation system for the individual homes at owner expense.
5. RV Restriction – It was confirmed that the RV restriction does apply to the patio homes but the limit is 14 days out of every 60.
6. Internet Package – The patio homes are not included in the current Comcast proposal due to franchise agreements.
7. Recognitions – The Board and SRG team were recognized for their efforts on behalf of the Association.
8. Yard Maintenance – There is one owner who should be asked to maintain their lawn. These issues should be reported to Kevin Carson.

Condo Owner questions and comments addressed the following:

1. It was clarified that there is no restriction on the use of pool toys in the clubhouse.
2. Jay Ruggeri requested a forum or information sharing resource for finding good contractors working in Summit County, rating contractor performance, and availability.
3. Simone Mancuso noted that there was excessive water usage for the irrigation systems. She also requested a group purchase deal for low flow toilets.
4. An owner requested storage spaces in the garage for skis and other items.
5. Various owners indicated they preferred the Zoom meeting format for the ease of attendance.
6. Bill Muldoon expressed concerns on the dim lighting in the pool area. It was also noted that the roof in the building A parking garage is low due to the ducting work making vehicle access difficult.
7. Susan Crisfield asked if there were any plans to install electric vehicle chargers. The HOA has no plans, but owners can submit an ACC request to install a charger in their garage space that is connected to their individual electric meter.
8. There was general discussion about adding internet to the cable package the HOA negotiates and most owners were in favor.
9. General discussion regarding RV parking and concerns. Specifically in relation to sprinter vans that are used as a primary vehicle. Owners seeking an exemption should contact the HOA through SRG.

The owners left the meeting at 10:21 a.m.

## **XII. EXECUTIVE SESSION**

### *A. Election of Officers*

The Board members convened Executive Session at 11:24 a.m. and elected Officers as follows:

Condos: President – Pete Pfeiffle, Vice President – Lucinda Green, Treasurer – Sharon Schutz, Secretary – Colleen Remsberg and Whitney – Member at Large.

HOA: President – Don Cecace and Members at Large – all others.

### *B. TV and Internet*

A survey will be sent out to the owners regarding their preference for adding internet to the television package or providing internet only.

**Action Item:** The HOA will draft a survey

**XIII. ADJOURNMENT**

**Motion:** Pete Pfeiffle moved to adjourn at 11:36 a.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member Signature