

**Mountain Side Condominium Association**  
**Mountain Side Homeowner's Association**  
Combined Boards of Directors Meeting  
November 16, 2019

**DRAFT   MINUTES**

**Call to Order**

The Meeting was called to order on November 16, 2019 at 8:02 a.m. at the Mountain Side Clubhouse, Frisco, CO.

Pete Pfeiffle chaired the meeting.

Condo Directors Present:    President Pete Pfeiffle  
                                         Vice President, Lucinda Greene  
                                         Treasurer, Steve Duree  
                                         Secretary, Colleen Remsberg

HOA Directors Present:    Vice President, Don Cacace, via phone  
                                         Secretary, Gail Hess  
                                         Member at Large, Meredith Williams  
                                         Member at Large, Paul Hamilton

Others Present:                Lindsay Backas, CAM (BMM)  
                                         Mike Lechicki, On-site (BMM)  
                                         Francisco Ortiz Buffalo Mountain Managers (BMM)  
                                         Mike Hendricks, Buffalo Mountain Managers (BMM)

**Property Owner Forum:** - No owners attended in person or via phone.

**Approval of Agenda:** The Board reviewed the agenda of the November 16, 2019 Board of Directors Meeting. **A motion was made and seconded to approve the agenda as published. The motion carried unanimously.**

**Lake Committee:** Lake Committee Members Pete Pfeiffle, Gail Hess, and Don Cacace were in attendance. Don. Cacace stated that he was having a problem getting keys and will continue to pursue.

**Landscaping Committee:** The Committee reported that they are preparing for Spring.

**Maintenance Report:** Mike Lechicki, on-site Maintenance Supervisor provided maintenance report, which included the following items among several:

- A. Installed photo cells in units 163B and 113B
- B. Roofing on I & J. Early snow stopped progress. BMM will follow up and make sure that the project continues in a timely manner and in compliance with the proposal.
- C. Painted and cleaned handicap ramp.
- D. The Board will need to consider replacing the boiler in the Clubhouse and Management will obtain proposals for their review at the next meeting along with cost of Glycol.
- E. We are currently backwashing the pool twice per week. Management is going to obtain quotes to replace the filters with a newer sand/gravel that won't require the backwashing as often.
- F. Heat tapes are being evaluated to see if they need to be repaired or replaced.
- G. The women's bathroom sinks are in need of repair or replacement. The under part of the two part sink is eroding. They cannot be repaired, they need to be replaced.
- H. Irrigation is in progress, we are checking for damaged/nonfunctioning areas.

### **Consent Agenda**

**A motion was made and seconded to approve the consent agenda items below.**

**The motion**

**carried unanimously.**

- A. Ratify the decision made outside of a Meeting to approve the painting of B&C.**

### **Financials**

Steve reported on various details regarding the Association's financial position for the period ending April 30, 2019 Both the Condominiums and the HOA ended the year favorable to budget on net operating income. Steve still has several concerns regarding the accounting statements and requested a meeting with BMM's CEO and CFO. The Board reviewed the delinquency report in detail.

**A motion was made by Mr. Duree, and duly seconded to approve the Association's audit report.**

**A motion was made by Mr. Duree, and duly seconded to request internal controls and time reporting for employees hours.**

Mr. Duree discussed the tax return and wanted to make certain that it had been signed and filked. The Association has been working with engineer, John Cona to work on an updated reserve study.

**A motion was made by Mr. Duree, and duly seconded to approve moving forward with Criterium-Cona Engineering for the updated reserve study. The motion passed with unanimous approval.**

### **Association Business**

- A. Key Fobs Just over 200 units have been distributed thus far and we are working with the remaining owners for receipt.

- B. Pete sent Matt a violation report for follow up.
- C. Confirm that the newest rules are posted, t(here was some question that 2011 rules were posted)
- D. The budget ratification meeting is tentatively scheduled for December. Notices and proxies will be sent as soon as a date is confirmed. An increase is being proposed to fund aesthetic updates to the clubhouse and will follow recommendations from the preliminary reserve study findings.
- E. ACC: A request for hard flooring was approved by Pete and Colleen with a requirement for sound mitigating underlayment.
- F. The Town of Frisco water tests show acceptable levels of lead but recommend that individual owners may use additional filtration for peace of mind. Mr. Duree inquired as to the potential for a rate increase and BMM will look into the request for more information.
- G. Monthly Inspections: The monthly Board property inspections are as follows:
  - i. January: Coleen
  - ii. February: Lucinda
  - iii. March: Sharon

**Adjournment:** The meeting was adjourned at 10:37 a.m. The next regularly scheduled Meetings of the Board will be held on Saturday, February 22nd, 2020 in the Mountain Side Clubhouse.