

Mountain Side Condominium Association
Mountain Side Homeowner's Association
Combined Boards of Directors Meeting
August 24, 2018

MINUTES

Call to Order

The Meeting was called to order on August 24, 2018 at 8:02 a.m. at the Mountain Side Clubhouse, Frisco, CO. Pete Pfeiffle chaired the meeting.

Condo Directors Present:	President	Pete Pfeiffle (2018)
	Vice President	EJ Gibson (2019)
	Treasurer	Steve Duree (2019)
	Secretary	Colleen Remsberg (2018)
	Member at Large	Judy Meek (2019)
HOA Directors Present:	Secretary	Gail Hess (2018)
	Member at Large	Bob Lembke (2019) via Phone
HOA Directors Absent:	Vice President	Don Cacace (2018)
	Member at Large	Art Burger (2019)
Others Present:	Lindsay Backas	Buffalo Mountain Managers (BMM)
	Scott Willis	Buffalo Mountain Managers (BMM)
	John Conti	Buffalo Mountain Managers (BMM)

Property Owner Forum: - No Owners were in attendance.

Approval of Agenda: The Board reviewed the agenda of the August 24, 2018 Board of Directors Meeting. *A motion was made and seconded to approve the agenda as published. The motion carried unanimously.*

Maintenance Report: John Conti and EJ Gibson provided a maintenance report regarding the following items.

- A. Covenant enforcement in the patio homes, especially regarding vehicle parking, will be more consistent moving forward. The Board reported that there is no parking in the Condo Lot if you are a patio home owner, and this needs to be monitored more closely.
- B. The roofing company will begin this week on Building C. A total of five (5) buildings will be completed this year, including repairs to all buildings and the skylights that have been identified with leaks.
- C. A letter was sent to all owners regarding hot water heater replacement. Management will obtain bulk pricing for owners that want to replace the unit.
- D. EJ suggested that education be provided for the onsite employees regarding landscape and plant maintenance.
- E. The Board discussed scheduling of Greg's days off during the peak season and his availability on the weekends. In addition, the Board requested that staff keep a log of their time between HOA and Condos.

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 Board Meeting Minutes from May 19, 2018, as written.***

Financials

Steve reported on various details of the written report produced outlining the Association's financial position for the period ending July 31, 2018. ***A motion was made and seconded to accept the unaudited financial statements for the period ending July 31, 2018 and prepared by Buffalo Mountain Managers (BMM). The motion carried unanimously.*** Steve discussed the accounting transition and related concerns with reporting in the June financial statements. He discussed the status of the 2017 financial audit and reviewed the draft. ***A motion was made and seconded to approve the 2017 financial audit prepared by Stuhr and Associates with additional clean-up to be completed. The motion carried unanimously.*** Considerable conversation was held regarding the Major Component Reserve study (MCR) and projected future costs, including railing replacement on all buildings, due to building code changes. EJ and Steve requested a statement of utility billings for the past 24-months.

- A. Hammersmith Personnel Wages Rebate: The Board discussed a rebate due from HMI and discussed with Mr. Hammersmith at the February meeting, regarding failure to (within reason) have three personnel assigned to the Mountain Side Campus. Steve will send an email regarding the request to obtain information on the wage amounts prepared by Gwen Cook, and if no response is received, he will file a complaint with DORA and ask legal counsel to draft a letter. ***A motion was made and seconded to draft the request and move forward with a demand from legal counsel, to incorporate cooperation in the website transition as well. The motion carried unanimously.***
- B. Delinquency Policy: The Board noted the higher than usual number of delinquent accounts due to the transition and change in lockbox. BMM reviewed the Delinquency Policy and steps that will be taken to inform owners of the delinquent balances. The Board discussed the two (2) accounts currently at the Attorney for collections.

Association Business

- A. Procedures Manual: Management is continuing to work on a new procedures and preventative maintenance manual for the community; however, it has been placed on hold due to the transition.
- B. Rules and Regulations: Some of Mountain Side's Rules and Regulations, and Policies, make reference to a specific attorney (Klug) or a stated property manager. The Board will review them and identify areas that may need to be updated.
- C. Lake Committee Report: Lake Committee Members, Don, Gail and Steve Bushong, reported that they are in the process of gathering documents and will provide an official recommendation to the Board at the February meeting in terms of regaining control of the lake.
- D. Unit 135B Upgrades: Management is still working with Lowe's on pricing to replace the cabinets and countertops in a mid-grade product, in the Association owned unit. Proposals will be provided at the next Board Meeting.
- E. D Building Handicap Ramp: Management is obtaining proposals to rebuild the handicap ramp in two (2) different options. They will be forwarded to EJ, as they are received.
- F. Key Fob System: Management is in the process of meeting with security companies and obtaining proposals for the Board's review. EJ will meet with Gwen to revise the RFP and send it out again.
- G. Monthly Inspections: The monthly Board property inspections are as follows:
 - i. September: Pete Pfeiffle
 - ii. October: EJ Gibson

iii. November: Colleen Remsberg

Executive Session: *A motion was made and seconded to enter into Executive Session.* The Board entered into Executive Session at 10:05 a.m. to discuss legal issues. The Board exited Executive Session at 10:26 a.m. *A motion was made and seconded to create a Committee to examine insurance issues related to the Lake, which is currently titled to United Water. Gail Hess, Don Cacace and Steve Bushong were recommended to serve on the Committee. Motion carried unanimously.*

Adjournment: The meeting was adjourned at 10:36 a.m. The next regularly scheduled Meeting of the Board will be held on Saturday, August 25, 2018 at 8:00 a.m. in the Mountain Side Clubhouse.