

Chateau Claire
Budget Ratification & Owner Update
December 16, 2021
5:30 PM MST
[Zoom](#)

- I. **Call to Order:** The Chateau Claire Budget Ratification Meeting was called to order at: 5:34 PM MST

- II. **Introduction of Those Present and Determination of Quorum**
 - A. **Chateau Claire Board of Directors Present:** Patrick Chelin, Emily Francia, Linda Stevens
 - B. **Chateau Claire Home Owners Present:** 2025 Bibi Gottschall, 4049 Mimi Motahari, 2017 Nikki and Tom Nguyen, 4052 Ron Smart, 3027 Ron Kutsch and Kristina Corliss, 1006 Siri Olsen, 4044 Glen Iverson, 4038 Nancy Holloway, 4055 Dan Windschitl, 2021 John Mulstay, 2024 Emily Holloway, 4041 Renee Hogue, 4051 Brian Cox, 2019 Sue Rutherford
 - C. **Summit Resort Group Present:** Kevin Lovett, Noah Orth

- III. **Financial Update**
 - A. **October 2021 YTD**
 1. Noah Orth with SRG reported at the close of October 31, 2021 financials Chateau Claire had \$86,179.82 the Alpine Operating account and had \$35,642.73 in Operating Cash totaling \$121,822.55. Chateau Claire had \$170,116.81 in their Alpine Reserve account and \$81,255.54 in Reserve Cash totalling \$251,372.35 in Reserves totaling \$373,194.90 in checking and savings.
 2. The October 31, 2021 Profit Loss statement report showing a Total Expense overage of \$21,762.90
 3. Major areas of variance:
 - a) Administrative costs went up from the management changeover
 - b) Building Maintenance \$1,442.65 Under
 - c) Grounds and Maintenance \$3,116.26 Under
 - d) Utilities \$13,884.23 over

 - B. **2022 Budget Ratification**
 1. [Chateau Claire Proposed 2022 Budget](#)
 2. Noah spoke in regards to the Chateau Claire 2022 proposed budget and that there was no proposed dues increase however there were several areas of increase. Administration Expenses have increased in 2022 due to the change in management company. There is an anticipated decrease to Building Maintenance due to the full service management contract. Due to the rate increase the Utilities are showing an increase.
 3. Linda Stevens noted to the ownership that the board is looking into updating the capital reserve plan as there were many items that needed

to be addressed. Patrick stated to the association that there was 1 more boiler that needed to be replaced in building 4.

4. **A motion was made to approve the proposed 2022 budget, motion was seconded and passed unanimously with not dissent.**

IV. Updates and Future Projects Discussion

A. New SRG Staff Introduction

1. Noah Orth with Summit Resort Group was introduced to the ownership as their new Community Association Manager and Property Administrator. Patrick also made the ownership aware that Tonya Lindsey with Summit Resort Group was the onsite manager who has been doing a tremendous job.

B. Buildings 1 & 3 boiler project update

1. Patrick spoke in regards to the installation of buildings 1 & 3 boilers and that Tolin Mechanical had completed that work. Patrick stated that Tolin had been very responsive and that the board was looking to receive a bid to replace building number 4s boiler.

C. Mansard & electrical project update

1. Patrick reported that the project was concluded and the final invoice was approved to be paid. Before SRG Buffalo Mountain Managers were going to stain the bottom wood trim pieces however there was discussion of wrapping the wood in metal for further protection. The board is looking into.

D. Issues with Building 3 boiler and hot water heater resolution

1. Patrick explained that there were some minor issues however have not heard anything since Tolin Mechanical was out to make some adjustments.

E. Building 1 flood & insurance update

1. Patrick gave a brief history of events in that the irrigation system in building 1 was leaking and Buffalo Mountain Managers had turned on the system and flooded the basement. After water mitigation, mold was noticed in which drywall needed to be cut out. The board was at a point they were ready to start putting things back in place with the survey that was received and obtaining contractor bids

F. Washer and Dryer Contract

1. Patrick stated that the board entered a contract with a company named CSC who will provide commercial laundry equipment as well provide service and maintenance as well technology to the ownership. The board after gathering cost comparisons for new machines and leasing it made sense to go the leasing route as CSC will be repairing and or replacing when needed as well financially we would break even.

2. Basement Survey Results

- a) The board discussed the survey that went out to the ownership and based on the results the board was looking at the recreation, laundry and common rooms put back in place. There was discussion on removing one of the bathrooms and the sauna as a few of them were non operational. Noah with SRG is meeting with a flooring company to replace the flooring with a suggested LVP.
- b) Owner Dan Windschitl stated that the sauna in building 4 was operational and to remove saunas is removing an amenity in which he felt that there was a plan to add additional sauna as removing the only amenities at Chateau Claire would affect rental and property values.
- c) Siri Olsen inquired about the insurance coverages, Patrick stated that the only thing that Chateau Claire had to pay was their deductible.
- d) Patrick discussed the irrigation system in whether the association wants to install a new system or go with something like xeriscaping. The board had volunteers for a landscaping subcommittee for xeriscaping which they are looking to put together.
- e) Siri Olsen inquired about the washer and dryer in building 1 and when it would be operational. Patrick explained that they had an appliance company out however they could not get parts for the waster and dryers until April which is why the board entered a contract with CSC.
- f) Siri Olsen asked if the intent was for all owners to have access to common elements as she stated that her tenant did not have access. A handful of owners stated that they did not have access as well. Patrick stated there were several owners that SRG did not have emergency access to as well however everyone should be on the master and have access to the common areas. Noah stated that he would get together with Tonya to reorganize owners' access and if something needed to be changed he would present it to the board.
 - (1) Owners discussed having coded combination locks installed for the common areas like building number 4 and to be able to change the code quarterly
- g) Siri Olsen asked if the replacement boiler for building 4 was reflected on the budget? It was presented on the budget for 2022 as the board is waiting a bid from Tolin Mechanical
- h) The board discussed the idea of updating the common areas to refresh the carpet/ LVP, exterior lighting, changing the dark wood

for something lighter and that at this time all options are being considered.

(1) Siri Olsen thanked the board for all their time and work that they have put in

V. Miscellaneous Discussion:

- A. The board brought to the ownerships attention that there were two board positions available if anyone was interested
- B. Tom in unit 17 stated that his unit was never inspected for chimney or cleaning.
 - 1. After review the board stated that there were several units in which were not on the master which was the reason some did not get checked as well the chimney company had trouble getting back onsite. Kevin Lovett provided the ownership with Chim Chimney Cleanings Contact number: [\(970\) 668-2104](tel:9706682104)
 - 2. Unit 27 stated that they received an email stating their fireplace was unsafe. Patrick stated that he also received an email and had to replace a part that was suggested for safety. It was recommended to call the cleaning company if specifics were needed or Noah could provide you with your units report.
- C. The board discussed that they had been receiving several complaints of marijuana smoke and that Chateau Claire are non smoking facilities
 - 1. Dan Windschitl stated that he tells guests to do it outside.
 - a) Kevin believed the rule was that it needed to be done in the privacy of an owner's home and not in public sight and that the smoking rules for a none smoking facility was 25 feet outside the common entrance.
 - b) Mimi Motahari stated that in the summertime people are smoking on their decks and because windows are open as we do not have air conditioning the smoke comes in and makes it unpleasant.
 - (1) Patrick stated that they were looking into how they could make Chateau Claire a 100% non smoking facility
 - (2) Dan Windschitl stated that a reminder or newsletter should go out to the ownership which the ownership thought was a good idea.

VI. Adjournment: A motion was made to adjourn the Chateau Claire 12/16/2021 Budget Ratification & Owner Update Meeting at 6:33 PM MST