

**LOOKOUT VILLAGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
11/14/2018 3:00 PM  
CALL IN NUMBER 712-432-0220  
PASSCODE 7265713#**

**APPROVED**

**CALL THE MEETING TO ORDER**

The meeting was called to order at 3:02 PM

**ROLL CALL**

Present: Mary Beth Corrigan (board), Darin Pitts (board), Teresa Hood (board), John Tufte (board), Matthew Alley (board), Eric Mowrey (MCPM), Chad Griffith (MCPM), Janet Meinen (MCPM)

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES FROM 8/13/18 BOD MEETING**

**There was a motion and a second to approve the meeting minutes from the 8/13/18 as presented. The motion passed unanimously.**

**EXECUTIVE SESSION**

The board entered into executive session at 3:04 PM. The board exited executive session at 3:15 PM.

**OLD BUSINESS**

**B Building Crawlspace Conditioning Project**---Eric Mowrey will reach out to RMCAT to get a detailed report of the overall project status and the status of the four affected units. This report will be shared with the board and the owners of those four affected units. Eric Mowrey noted that all the four units are habitable but need finish work. The project is taking longer than expected, primarily due to subcontractors being overwhelmed with other work.

Eric Mowrey noted that Tim Koepke did an inspection of the crawlspace project with David McKnight of RMCAT. Tim Koepke did point out that there is still a crack in the foundation that has been there for quite some time. RMCAT has purposely left that area open and not spray foamed so that it will be easier to fix when the time comes. Tim Koepke has indicated that it should be repaired, and he feels it will need to be done from the exterior, which would require excavation. The crack is located primarily underneath unit 17. Tim Koepke noted that he did not feel that the issue was a structural one but rather presents a drainage issue. RMCAT is preparing a bid for this repair.

Eric Mowrey spoke to the invoice included in the meeting packet. The final invoice was \$4609 over the initial bid price.

**STEPS BETWEEN A AND B BUILDINGS, AMENITIES STEPS, HAND RAILINGS, TIMBER RETAINING WALLS, PICNIC AREA**----Eric Mowrey summarized his recent meeting with John Petros of 5280 Civil Construction onsite at Lookout Village. John Petros will be doing a slight revision to the bid. John Petros felt like he could do the requested work for approximately \$25,000. John Petros also indicated that these projects

could potentially be completed by Christmas, weather permitting. John Tufte added additional comments on the overall scope of the projects. If all projects were done separately, the bid would be approximately \$52,000, but if done all together the price would lower to \$47,000. Janet Meinen stated that there was \$30,000 budgeted this year for the retaining wall project. **John Tufte motioned to approve 5280 Civil Construction doing the retaining wall project between buildings A and B for \$25,000 and the steps for an additional \$5000 to \$7000. Teresa Hood seconded the motion. Additional costs may be approved later based on additional proposed work to be provided. Motion passed unanimously.**

**UNIT DECKS**---Eric Mowrey noted that there was not much to report. Unit 17 deck repair has already been approved for work, but Mountain Chalet has not been able to start that project due to RMCAT's project below in the crawlspace.

**COMCAST UPGRADE**—Eric Mowrey stated that Mountain Chalet had not received any negative feedback as to Comcast performance since the upgrade was completed. He asked the board for feedback and it was positive. Mountain Chalet will send a letter to all owners asking for feedback and to make all owners aware of the upgrade and to be sure they review their personal bills with Comcast. John Tufte asked about the old wifi boxes and if Dan Madigan would want to purchase them back from the association. Eric Mowrey stated that Dan Madigan does not want them. Mountain Chalet will take the old wifi boxes down.

**PURPLE LINE**—Eric Mowrey summarized the status of the purple line bus. He indicated that the new schedules are out. There are no significant changes to the route and schedule. Eric noted that there are some additional express routes this season. Non express routes still transfer at Safeway. There was discussion about looking into splitting the cost in the future with Indian Peaks.

### **NEW BUSINESS**

**2019 Budget**---Janet Meinen presented the initial proposed budget that was included in the meeting packet. She detailed each line item in the proposed budget. Janet noted that the proposed budget would require a small dues increase to balance the budget, as it showed a deficit of \$4120 with dues staying the same. Increased insurance costs and enhanced cable and internet service are partially offset by lower administrative and grounds maintenance charges in the budget. Janet Meinen did point out that the proposed budget incorporated rate and labor changes as proposed in the new management agreement. She also noted that many owners may see a reduction in their personal Comcast expenses since the HOA now pays for expanded tv (high definition) and high-speed internet.

Eric Mowrey pointed out that the association last raised dues in December 2016. Eric summarized that the recent meeting with Winter Park Ranch Water and Sanitation District went well and they did not feel there was a need for any new backflow preventer installations. Eric pointed out that the major maintenance line item is the toughest one to budget/predict. Matthew Alley asked if Mountain Chalet recommended a dues increase. Eric Mowrey replied that this will be a board decision, but the only way to avoid a dues increase is to reduce budgeted expenses since a balanced budget is required. There was discussion of potential cuts with no areas found for reduction.

Eric Mowrey stated that he will ask RMCAT for a rough bid on the cracked wall foundation in the next few days. This will then be delivered to the board for their review and to be utilized in finalizing and approving a budget. Janet Meinen noted that the new fiscal year starts in December 1. Eric Mowrey and

Janet Meinen will then deliver this information to the board for their review and a budget approval via email.

**ADJOURNMENT**

**There being no further business to discuss, a motion was made and seconded to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 4:49 PM.**