

**The Ridge at Meadow Ridge Lodges
2019 Annual Meeting
Friday, August 23, 2019 10:00am
Meadow Ridge Clubhouse
Fraser, CO. 80442
Annual Meeting Minutes
APPROVED**

CALL THE MEETING TO ORDER

The meeting was called to order at 10:11am

ROLL CALL AND PROXY COUNT

Ken and Pat Mesic (NE7), Corky Schmidt (NE3), John Herbert and Kathy Tamblyn (RB1), Lynne Phillips (NE2), Margaret Baxter (NE3), Nesa Hassanein (NE4), Don Brown (NE5), John Clyne (NE6), Lee Gehauf (NE7). There were nine units present and four proxies received for a total of thirteen units represented. Nine units represented is the quorum requirement which was met.

Chad Griffith and Connie Miller from Mountain Chalet Property Management were present.

APPROVAL OF 08/24/18 ANNUAL MEETING MINUTES

A motion was made and seconded to approve the meeting minutes from 08/23/2018 annual meeting as presented. The motion passed unanimously.

PROPERTY MANAGER REPORT

Chad Griffith presented the property manager report. Year to date we are tracking well budget versus actual. Slightly over budget on building maintenance which is attributed to the new heat/moisture sensors that were installed. We are still working through some false alarms. Chad noted increased owner participation that has helped keep down costs. Mountain Chalet Property Management has cut back on routine property inspections at the direction of the Board of Directors, every other week versus weekly. Snow removal was over budget this past year as a result of better than average snow fall.

A couple questions were raised regarding the sensors that were installed, Chad Griffith confirmed one is located in the crawlspace and one is underneath the dishwasher/kitchen sink area. Chad also confirmed that multiple parties receive notifications via text or email if there is a moisture or temperature alert, Eric Mowrey, Chad Griffith and Joe Brasile (maintenance manager) from Mountain Chalet and Condo Wireless, the vendor that installed and provides technical support. Furnace inspections and basic servicing was completed this past year by Granby Heating and Sheet Metal. We also brought in an electrician to make repairs to electrical lines that ran underneath the sidewalks, damage caused by tree roots.

FINANCIAL REPORT

Chad Griffith presented the financial report. He reviewed the previous year's financial statements. The balance sheet was reviewed as a snapshot of the accounts as of the end of the fiscal year. No receivables issues to note. There was an operating loss during the past year, primarily due to the insurance deductible, heat/moisture sensor system and window washing, none of which were budgeted for but ultimately requested by the Board and owners. Snow removal was under budget.

Next the discussion turned to year to date balance sheet and P&L year to date as of June 30th 2019. Currently projecting well, grounds maintenance on target, major maintenance is under budget at the moment, but skylight repairs were recently completed that aren't reflected in the financials as of the date this report was completed and anticipate this evening out. Snow removal is over budget as we had above average snow fall this past year. Overall, we are tracking towards budget at this point in time. A question was raised about shoveling the walkways and concern that the path grew narrower as the season went on. Chad Griffith commented that much of this can be attributed to the volume of snow we received this past year, but assured homeowners we would speak to our maintenance team to confirm the entire sidewalks are shoveled. Chad also commented that the sidewalks are challenging due to the brick pavers that are uneven.

Discussion returned to the year to date profit and loss, Chad Griffith commented that Mountain Chalet and the Board were committed to cost saving measures including but not limited to cutting back exterior property inspections that are now every other week and that should cut common area maintenance costs for the year. A question was raised regarding the transportation costs reflected in the P&L. Chad Griffith confirmed that the HOA has to pay the transit authority to have a stop at the entrance of the complex. A few homeowners commented that the time it takes to get to the resort is too long and are hopeful that improvements to the line will result in less travel time to the ski area.

Next the discussion turned to the capital reserve fund. Due to an operating loss in 2018 along with expenditures such as the heat/moisture sensors, window cleaning and skylight repairs, the reserves will be a primary focus for the board moving forward as they are not where they need to be. Board of Director Don Brown advised owners the board is looking at all options as it relates to capital reserves and discussed the possibility of an increase in dues, special assessment or a combination of the two. There are some long-range projects including the parking lot and skylight repairs. Mountain Chalet will work with the board on projecting long range projects and costs to ensure we are budgeting appropriately. One homeowner commented that consideration should be given to an immediate assessment along with an increase in dues. A suggestion was made for a \$1,000 assessment per unit to shore up the reserves in light of upcoming major projects along with an increase in due for next year. A homeowner commented that it wasn't too long ago that dues were only \$250 per month. Chad Griffith commented that the low dues in the past have resulted in lower than desired reserves at this current time. Don Brown commented that dues were too low for a long time. A motion was made to impose a \$1,000 assessment per unit with \$500 due immediately and the remaining \$500 due by 10/31/2019. Don Brown commented that consideration could be given to assess a total of \$2,000, half of which would help replenish reserves from past budget overruns and the remaining \$1,000 would go towards skylight repairs. **A new motion was made by Don Brown to approve a \$2,000 special assessment per unit, with \$1,000 due by 10/15/2019, another \$500 due on 03/31/2020 and the final \$500 due on**

09/30/2020 for the purpose of replenishing the reserves and pay for skylight repairs. The motion was seconded and passed unanimously.

Before moving on, Chad Griffith read the 2019 tax resolution to allow us to move any excess income to reserves and won't be taxed. A motion was made to pass the tax resolution, it was seconded and passed unanimously.

OLD BUSINESS

- Signage; considering other projects that are deemed higher priority, a new monument sign for the association has been tabled
- Exterior window cleaning was approved and completed
- Insurance claim; the matter is essentially closed, there are a few punch list items the homeowner of RB1 would like to be addressed
- Temperature sensors have been installed and working as intended
- Furnace inspections were completed in 2018, they are not scheduled or mandated for 2019, will be considered in 2020.
- Short term rental compliance; updates were made to the rules and regulations. All owners who offer their unit as a short-term rental must submit their valid permit through the county to the property manager. The primary reason for this is to confirm who the local emergency contact is.

NEW BUSINESS

- Decks/hot tubs/foundation; Mountain Chalet was alerted to drywall cracks in two units at the complex that suggested settling take place. An engineer has been brought in to give an opinion and does not believe there is a structural concern. Due to the cantilevered design, it was recommended the back decks not be allowed to have hot tubs on them as they were not designed for that purpose. Mountain Chalet will also make reinforcement repairs to the decks including installing metal joist brackets on all decks. A new rule and regulation was passed by the board to prohibit hot tubs from the back decks.
- Additional updates were made to the rules and regulations. The board passed a new rule that prohibits charcoal and/or wood pellet cooking devices. Only gas fired cooking devices allowed on the decks.
- New state law requires ownership groups to ratify a board approved budget. Going forward will aim to align annual meetings to be within 30 days of the board meeting where a budget is passed. Consideration should be given to moving the annual meeting to November. Chad Griffith suggested considering an annual meeting to align with the opening of Winter Park Ski area in mid-November. The next annual meeting is tentatively set for November 14, 2020 at 10:00am.

ELECTION OF BOARD MEMBERS

- The board members terms for Ken Mesec and Margaret Baxter have expired. Ken has agreed to run again. Corky Schmidt volunteered if one of the positions remained open and Margaret agreed to not run if Corky was willing to serve. A motion was made to elect Corky to the board to fill Margaret's position and to re-elect Ken by acclamation. The motion passed unanimously.

Next Annual Meeting Date

- Next annual meeting set for November 14, 2020 at 10:00am.

Adjournment

With no other business to discuss, a motion was made to adjourn. The motion was seconded and passed unanimously. The meeting was adjourned at 12:55pm.

DRAFT