

MOUNTAIN COUNTRY CONDOMINIUMS AT LAKE DILLON, INC.
BOARD OF DIRECTORS MEETING
March 25, 2019

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mark Yeager at 4:10 p.m.

Board members present (*via teleconference) were:

Mark Yeager, President, A202	Danette Peterson, B201
Tara Goetz-Taylor, B102*	Jean Hammes, B204
Garrett Regnor, A101	

Debbie Curd from Comcast was a guest at the meeting.

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. APPROVAL OF MINUTES

Motion: Mark Yeager motioned to approve the October 24, 2018 Board of Directors Meeting minutes as presented. Danette Peterson seconded and the motion carried.

III. FINANCIAL REPORT

Gary Nicholds reported that as of December 31, 2018, the Association had \$47,472 in Operating Cash and \$14,535 in Reserve Cash for a total of \$62,007. There was a \$2,874 deficit in Operating and a \$34,355 deficit in Reserves for a combined deficit of \$37,229 for the second quarter. The Reserve deficit was primarily due to an unbudgeted \$3,690 expense in Asphalt for pothole repair and a \$9,123 overage in Siding/Resurfacing & Painting for application of a special siding rejuvenating product.

Motion: Mark Yeager motioned to accept the financial report. Garrett Regnor seconded and the motion carried.

IV. PROPERTY MANAGEMENT REPORT

A. Completed and Pending Projects

Gary Nicholds reviewed completed and pending projects:

1. Painting – The painting was completed last year.
2. Handrails on Building B – The handrails were installed.
3. Shed Roof over Boiler Room – The roof was installed.
4. Dumpster Lid – A plastic, lockable lid with a bear bar was installed on the dumpster.
5. Tree Removal – The dead trees were removed.
6. Storage Rooms in Building B – Kerry Hartnett has a list of the owners who are using the storage rooms.

7. Icicles – Management has been knocking down icicles as needed.
8. Noise from Building A Boiler – The owner heard rushing water in the wall. Three contractors have looked at the system. There was an outdoor sensor that was reconnected. The representative from Lochinvar will be on site on Wednesday to look at the two boilers and make sure they are synched.
9. Circulation Pump - The pump may need replacement at some point in the near future. The old system had a computerized redundancy pump, which is no longer functioning. Alliance Plumbing and Heating has suggested replacing it with a regular pump at an estimated cost of \$500 - \$1,000 excluding installation.
10. Hot Water Tank – The tank in Building A is leaking.

Action Item: Eric Nicholds will get pricing for two regular pumps and a hot water tank.

V. NEW BUSINESS

A. Comcast

Debbie Curd said the Association owns the cable home runs. They will stay in place when the contract is cancelled with ResortInternet and Comcast will use them to connect their service. Comcast can offer the Double Play package with HD television, internet (150 Mb upload), the X1 platform, three boxes per unit and a voice-activated remote for \$65/unit/month. Comcast will cover the cost of upgrading and bringing the cable plant to the building. Owners can upgrade their level of service individually. Xfinity mobile and landlines are available to any owners who have an individual account and pay for some type of upgraded service. The Association is currently paying \$52/unit/month. The Comcast contract term is five years with a maximum increase of 5% annually.

Action Item: Gary Nicholds will ask ResortInternet to provide a written proposal.

B. Towing

Mark Yeager said there have been three major parking issues with one unit due to a lack of communication and some owners from other complexes parking in the lot. The Board discussed how to handle illegally parked cars.

Action Item: Gary Nicholds will provide warning stickers for the Board.

C. Short Term Rental Regulations

The County has enacted new short term rental regulations.

Action Item: Gary Nicholds will scan the article from the Summit Daily and email it to all owners.

D. Board Resignation

Garrett Regnor will be resigning from the Board when his unit sells.

VI. OLD BUSINESS

There was no Old Business.

VII. SET NEXT MEETING DATE

The next Board Meeting will be Tuesday, April 23, 2019 at 4:00 p.m.

VIII. ADJOURNMENT

Motion: Garrett Regnor motioned to adjourn at 5:42 p.m. Mark Yeager seconded and the motion carried.

Approved By: _____

Board Member Signature

Date: _____

MOUNTAIN COUNTRY CONDOMINIUMS AT LAKE DILLON, INC.
BOARD OF DIRECTORS MEETING
April 23, 2019

I. CALL TO ORDER

The meeting was called to order by Mark Yeager at 4:09 p.m.

Board members present (*via teleconference) were:

Mark Yeager, President, A202	Danette Peterson, B201
Tara Goetz-Taylor, B102	Jean Hammes, B204 (alternate)
Garrett Regnor, A101 (joined at 4:23 p.m.)	

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

II. APPROVAL OF MINUTES

Motion: Mark Yeager motioned to approve the March 25, 2019 Board of Directors Meeting minutes as presented. Danette Peterson seconded and the motion carried.

III. FINANCIAL REPORT

A. Year-to-Date as of March 31, 2019

Gary Nicholds reported that as of March 31, 2019, the Association had \$31,904 in Operating Cash and \$14,538 in Reserve Cash for a total of \$46,442. There was a \$17,645 deficit in Operating, mainly due to an overage in Snow Removal, and a \$27,450 deficit in Reserves for a combined deficit of \$45,095.

Motion: Mark Yeager motioned to accept the financial report. Danette Peterson seconded and the motion carried.

B. 2019/2020 Budget

The Board discussed reinstating a small annual increase to dues to build the Reserve balance versus a larger increase every couple of years.

Action Item: Gary Nicholds will send the Reserve Study to all Board members.

Action Item: The Board will review the 2019/2020 Budget and meet on May 1, 2019 at 4:00 p.m. to approve it.

IV. MANAGEMENT REPORT

A. Responsible Governance Policies

The Association has the nine required responsible governance policies required by law. An attorney has drafted a template for all the policies that could be revised as appropriate for this Association. The two that need particular attention are the Collection and Enforcement Policies. At first glance, the following revisions were requested:

1. Replace "Highlands" with "Mountain Country Condominiums" throughout.

2. Change the penalty for rules violations to \$100 for first violation, \$200 for second, \$400 for third and \$600 for fourth.
3. Dues should be due on the first of the month and late after the last day of the month.
4. Add a statement that upon adoption, these policies supersede any previous policies.

Action Item: The Board will review the proposed language and make additional revisions as appropriate.

B. Building A Road Base

One owner has complained about the drainage in her parking area. Bill Cadwallader priced a roller at \$1,000 for one week. He can provide a bid for road base but he will need to scrape a layer and grade to provide drainage and adequate clearance to the ceiling.

Action Item: Eric Nicholds will consult with Bill Cadwallader about the most effective solution.

C. Building A Hot Water Heater & Circulation Pump

There was a boiler noise issue in Building A. The plumber and Lochinvar worked on synchronizing the system and resolved the problem.

One of the big hot water tanks is leaking and will need to be replaced. The cost would be \$7,000 for one but the second hot water tank will have to be removed to get the first tank out so it would make sense to replace both at the same time. The wall will have to be opened to get the tank out. The bid for stainless steel tanks with heat exchangers was \$25,000 for both. Mark Yeager was in favor of replacing both tanks this summer with the less expensive option. The cost to install backup pumps in each building would be about \$3,300 for both.

Motion: Mark Yeager motioned to proceed with installation of the backup pumps. Garrett Regnor seconded and the motion carried.

Motion: Mark Yeager motioned for Alliance Heating and Plumbing to proceed with replacement of both hot water tanks at a cost of \$15,971 for both, with installation to occur by the end of August. Danette Peterson seconded and the motion carried.

D. Concrete

There is an area of crumbled concrete at the bottom of some steps and one of the walls is slightly bowed. An owner wanted a structural engineer to look at it.

Action Item: Eric Nicholds will have the concrete contractor look at the area and provide a recommendation for patching.

V. OLD BUSINESS

A. Comcast

Motion: Mark Yeager motioned to ratify the email vote move forward with a Comcast contract. Danette Peterson seconded and the motion carried.

Action Item: Gary Nicholds will contact Comcast.

B. ResortInternet Shed

The Building A electric bill for nine months was \$1,700 (\$188/month) higher than Building B. ResortInternet offered free internet and television for five years, or to lease the shed for \$6,000/year for five years with a 5% increase annually.

Action Item: Gary Nicholds will counter the offer with a price of \$10,000/year firm with a 5% annual increase.

VI. NEW BUSINESS

A. Snow Storage

Gary Nicholds suggested moving the snow in the snow storage area once each winter and clearing the roof snow in January, February and March as a preventative measure.

B. Stair Removal

Tara Goetz-Taylor requested removal of the stairs to the new roof once weather permits.

C. Property Tour

Management will tour the property and make a list of needed repairs. Board members were asked to contact management about any issues they notice.

D. Exterior Lights

Eric Nicholds said there is a problem with the lights. The breaker has tripped several times. That photocell runs all the parking lot lights, garage lights and stairwell lights. Mark Yeager suggested tightening all the screws for the wires and feeling the breaker box to determine if it is getting hot.

Action Item: Eric will work on troubleshooting this issue with the electrician.

VII. SET NEXT MEETING DATE

The next Board Meeting will be May 1, 2019 for the budget. The Annual Meeting and Board Meeting will be on May 18, 2019.

VIII. ADJOURNMENT

Motion: Mark Yeager motioned to adjourn at 5:33 p.m.

Approved By: _____

Board Member Signature

Date: _____

MOUNTAIN COUNTRY CONDOMINIUMS AT LAKE DILLON, INC.
BOARD OF DIRECTORS MEETING
May 1, 2019

I. CALL TO ORDER

The meeting was called to order by Mark Yeager at 4:00 p.m.

Board members present were:

Mark Yeager, President, A202
William Crandall, B104

Danette Peterson, B201
Jean Hammes, B204

Representing Basic Property Management was Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

II. 2019/2020 BUDGET

Two scenarios were provided, one with a \$25/unit/month increase and the other with a \$50/unit/month increase (consisting of \$25/unit/month for Comcast and \$25/unit/month to grow the Reserve balance). After discussion, the Board agreed to a modified option with a \$25/unit/month increase for Comcast and a \$15/unit/month increase for the Reserve balance (\$40/unit/month total) and a 3% annual increase thereafter.

Motion: Mark Yeager motioned to approve the 2020 Budget with a \$40/unit increase. Danette Peterson seconded and the motion carried.

III. OLD BUSINESS

A. ResortInternet Shed for Head End Equipment

Gary Nicholds communicated the increased rental rate from \$6,000 to \$10,000 to ResortInternet. The ResortInternet representative requested the proposal in writing and confirmation that the Board rejected the offer for internet/cable service. The new contract term will be five years with an automatic 5% annual increase.

B. Timberline Trash Service

A letter has been drafted to terminate the contract. The letter will be sent tomorrow.

C. Comcast Contract

Two copies of the contract have been signed and sent back to Comcast. They will countersign one copy and send it back to Gary Nicholds. Mark Yeager said he had the contract changed so it rolls over upon expiration for 30-day terms.

D. Responsible Governance Policies

The policies will be sent to the owners this week for review. They will be approved by the Board at the meeting following the Annual Meeting.

VII. SET NEXT MEETING DATE

The Annual Meeting and Board Meeting will be on May 18, 2019.

VIII. ADJOURNMENT

Motion: Danielle Peterson motioned to adjourn at 4:40 p.m.

Approved By: _____

Board Member Signature

Date: _____

MOUNTAIN COUNTRY CONDOMINIUMS AT LAKE DILLON, INC.
ANNUAL HOMEOWNER MEETING
May 18, 2019

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mark Yeager at 9:04 a.m. in the Dillon Town Hall.

Board members present were:

Mark Yeager, President, A202
William Crangle, B104

Danette Peterson, B201
Jean Hammes, B204

Owners present were:

Susan Brown, B204
Jill Cox, A303
Teri Knigel, A304
Brian & Danielle Waring, B304

Gary & Barbara Reuter, A201
Mark White, A304
Mark Vandermaasen, A302

Patricia Froncoli and John Roesch submitted proxies.

Representing Basic Property Management were Kerry Hartnett, Jason Blarjeske, Susan Nicholds and Patti Vande Zande. Heidi Clark of Summit Management Resources was recording secretary.

II. PROOF OF NOTICE OF MEETING/QUORUM

Notice of the meeting was sent in accordance with the Bylaws. With units represented in person or by proxy a quorum was confirmed.

III. APPROVE PREVIOUS MEETING MINUTES

Motion: Billy Crangle moved to approve the May 19, 2018 Annual Meeting minutes as presented. Jean Hammes seconded and the motion carried.

IV. FINANCIAL REPORT AND 2019/2020 BUDGET

A. Year-to-Date Financial Report as of March 31, 2019

Jason Blarjeske reviewed the financial reports as of March 31, 2019. The Balance Sheet reflected Total Checking/Savings of \$46,442 with \$14,538 of that balance in Reserves and \$31,904 in Operating cash.

The Profit & Loss reflected an Operating deficit of \$17,645 and a Reserve deficit of \$27,451 for a combined Operating and Reserve net deficit of \$45,095.

The most significant unfavorable variances were in Snow Removal (\$7,800) and Wood Replacement (\$9,123). There are plans to finish the installation of two hot water tanks and a back-up pump this summer.

Patti Vande Zande explained that the deficits should balance out before the end of the fiscal year in June. There are no additional Reserve projects planned.

Motion: Marc Knigel moved to accept the Financial Report. Danette Peterson seconded and the motion carried.

B. 2019/2020 Budget

Patti Vande Zande recommended a dues increase of \$40/unit to help restore the Reserve balance. Part of this increase will cover the \$23/unit/month cost increase for switching from ResortInternet to Comcast. This cost will include the boxes and a significant improvement in speed and quality of service.

Brian Waring inquired about the \$70,000 line of credit and the rate at which it is being repaid. Patti Vande Zande responded that without significantly increasing dues, the balance will be paid off in about three years. The current monthly payments are around \$1,800, with \$1,323 going toward the principal. The loan was originally obtained to pay for replacement of the roof on Building A, two boilers and the water main.

Future projects include the roof of Building B, which is scheduled to be replaced in 2023. Turner Morris will see what can be done to extend the life of the roof. The parking lot will need to be resurfaced in the next year or two. Another project is to add galvanized siding around the base of the buildings to preserve the wood. Teri Knigel suggested using an alternative material that looks better than galvanized steel and will potentially increase the value of the buildings. The Board will look into options.

Greg Reuter asked when the last Reserve Study was done. Patti Vande Zande shared that one was done recently, but that it was not done by an engineering firm due to the high cost.

Greg Reuter inquired about the annual 3% increase to build the Reserve Fund. He was concerned that future owners might reject the increase and the Reserve Fund might not be funded properly. Kerry Hartnett likened the 3% increase to a cost of living adjustment to anticipate the increases in labor and supplies for future projects. Some owners shared concerns about the anticipated increase in taxes and other rising costs.

Motion: Marc Knigel moved to accept the 2019/2020 Budget as presented. Mark Yeager seconded and the motion carried.

V. MANAGEMENT COMPANY REPORT

Jason Blarjeske thanked the owners and gave the Management Report.

A. Step Replacement

The steps in Building B were replaced but still need to be painted and sanded.

B. Ice Removal

Management removed several large ice dams and icicles.

- C. *Pedestal Light Replacement*
The replacement concrete pedestal has arrived. An electrician is scheduled to complete installation in the next few weeks.
- D. *Brick Replacement*
Brick had to be replaced on Building B and should improve drainage.
- E. *Parking Timbers*
Parking timbers that were displaced by the snow plow were resituated.
- F. *Hand Rail Installation*
A hand rail was installed on Building B.
- G. *Landscaping*
Management removed several bushes and dead trees, including some dead Aspens. There is additional work planned this summer.
- H. *Foundation Issues on Building B*
The foundation damage is primarily cosmetic. The cost for resurfacing the foundation is estimated to be around \$100.
- I. *Parking Signage*
“No Parking” signs have been installed to prevent poachers and guests from accidentally parking in the wrong spots.
- J. *Roofing/Decking Project*
The stairs will be removed from the deck on Building B, where a watertight roof was added to prevent further leaking into the boiler room
- K. *Heating Issues*
Lack of consistent hot water on the top floor has created the necessity to have the lines bled to get the air out of the system. Some units are having more issues than others and require additional bleeds. Management has established a proactive approach for the lines to be bled and the systems to be checked at the beginning of every winter in November.
- L. *Water Temperature*
One owner commented that there was significant fluctuation in the temperature of the water in his unit. Management will follow up and schedule a plumber.
- M. *Dumpster*
Management has contracted with a new trash company. The new dumpster will be delivered shortly. Management will send an email reminding homeowners to engage the bear latch.

VI. OLD BUSINESS

There was no Old Business.

VII. NEW BUSINESS

Anytime the Board makes a change to the Association Rules and Regulations or Policies, they are required to send the documents to the owners for review and comment. Greg Reuter noted that there was no time frame specified in the most recent mailing for owners to respond. He recommended establishing 15 days as the set time frame for owners to respond. Kerry Hartnett will send this feedback to the homeowners.

VIII. ELECTION OF OFFICERS

The Board seats of Tara Goetz and Garret Regnor were up for election for two-year terms. Tara Goetz expressed her willingness to serve again via email. The Board Alternate seat of Jean Hammes was up for election for a one-year term and she expressed her willingness to serve again. She has been serving on the Board in place of Garrett Regnor.

Owner Brian Waring submitted a self-nomination from the floor to serve on the Board or as an Alternate. Mark Yeager shared that Brian Waring has experience as he owns his own small property management business.

Motion: Gary Reuter moved to elect the three candidates by acclamation. Teri Knigel seconded and the motion carried.

IX. SET NEXT MEETING DATE

The next Annual Meeting was scheduled for May 2, 2020.

X. ADJOURNMENT

Motion: Marc White moved to adjourn at 10:17 a.m. Mark Yeager seconded and the motion carried.

Approved By: _____
Board Member Signature

Date: _____