

Meeting Minutes
Village Center Condominium Association
Home Owners Annual Meeting
Thursday, September 23rd, 2021 ~ 11:00am (MT)

Call to Order

C Robertson called the meeting to order at 11:01am.

Proof of Notice

Proof of notice was mailed to all owners September 10th, 2021.

Roll Call/Establish Quorum

In attendance –

Owner	% Ownership	In Attendance	Proxy
Axtel 310 - Richard & Reema Koo	1.46273%	Y	
Axtel 315 - Golden Paradise LLC	1.46273%		Lamar Jackson
Axtel 316 - Stephan Quentzel	1.46273%		Wanda Bearth
Axtel 317 - Roger & Gena Hanagriff	1.46273%	Y	
Axtel 318 - Julia DuBay	1.46273%	Y	
Axtel 319 - Richard & Cortnee Doyle	1.46273%	Y	
Axtel 409 - Brian & Sonya Sava	1.46273%	Y	
Axtel 411 - Axtell LLC	1.46273%	Y	
Axtel 412 - Axtell LLC	1.46273%	Y	
Axtel 415 - Colehour & Bond Sohr	1.46273%	Y	
Axtel 416 - Larry G. Blackwell	1.46273%		Doug Colehour
Axtel 417 - Jive LLC	1.46273%		Wanda Bearth
Axtel 419 - J & S Perone LLC	1.46273%	Y	
Axtel 421 - Stephan Quentzel	1.46273%		Wanda Bearth
Emmons 320 - Eric Sanderson	1.46273%		Wanda Bearth
Emmons 322 - Megan Menagh	1.46273%	Y	
Emmons 323 - Josh Schwiesow	1.46273%	Y	
Emmons 324 - Christopher Nattress	1.46273%	Y	
Emmons 326 - Edwin & Lorina Artmann	1.46273%	Y	
Emmons 423 - Michael Adkins	1.46273%	Y	
Emmons 425 - Jackson Family Trust	1.46273%	Y	
Emmons 426 - Gardner (Clark) Taylor	1.46273%	Y	
Emmons 428 - CB Emmons 428 LLC	1.46273%	Y	
Emmons 429 - Pizzolato & Deschner	1.46273%	Y	
Emmons 432 - WOFTAM, LLC.	1.46273%	Y	
Emmons 433 - Peter Klauck	1.46273%	Y	
AX200/EM100/EM200 - CBMR	26.73000%	Y	

A quorum was established with 64.76% in attendance or represented by proxy.

Also in attendance, Wanda Bearth, Lee Friedman, and Sierra Bearth, Crested Butte Lodging & Property Management staff (CBL).

Reading and Approval of Past Minutes

September 26th, 2020

C Robertson made the following-

Motion: Waive the formal reading of the September 26th, 2020 meeting minutes and approve as drafted by CBL

2nd: D Colehour

Vote: Unanimous approval

Reports

Manager's Report

W Bearth reviewed the following manager's report –

1. Pest Control-Get Bats Out completed the mitigation work last October. The holes and spaces where bats were getting in were sealed, and this may help control rodent issues, as well. The bats will continue to return for years, so we still recommend keeping screens on your windows and doors. If you are missing a screen, give CBL a call and we'll help.
2. 2019 Capital Project-Last September, we reported that a Notice of Claim and list of defects was issued to the General Contractor and Architect. We're pleased to report that a lawsuit was avoided and the GC was able to complete much of that punch list that was created by the structural engineer and the architect, with assistance from CBL. The remaining two items were the unsightly positioning of the conduit housing the wiring for the new gutters and also the poor placement for the downspout termination at the Axtell building. We received a settlement from the architect which will cover the cost for rerouting or concealing the conduit and improving the drainage point for the downspouts. As of this writing, the conduit rerouting and gutter placement project is nearly complete.
3. Insurance-Dylan Brown with Kramer and Brown Consulting Engineers issued a final report approving all of the structural repairs late last fall. Deck stabilization, 2nd level 'plaza' deck reinforcement and spalled concrete, stairwell tread problems, the north and west roof awnings at Emmons and a structurally concerning crack in the SW stairwell at Emmons were included in the in the engineer's original recommendations and marked as satisfactory in the final inspection. In January the HOA was offered a policy from Farmers, taking us out of the excess market and lowering the premium to just under

\$40,000. A copy of the insurance cert is on VillageCenterCB.org. Reminder that the HOA's coverage was reduced to a 'bare-walls' policy 2 years ago and coverage for interior items such as paint, carpet/flooring, fixtures, appliances and cabinets is each owner's responsibility.

4. Irrigation at Emmons-CBL worked with CBMR to sort out the problems with the shared irrigation on the north side of the Emmons building. It is functioning correctly now.

5. Parking Lot Maintenance-The Board is working toward an agreement with Ski Center HOA (Whetstone) for a shared usage and maintenance plan. In anticipation of a new agreement, the asphalt maintenance has been postponed at the Axtell lot. The Emmons lot is not scheduled for maintenance yet, given that the drainage and retaining wall rebuild could damage the asphalt. We'll talk more about that (and other capital projects) later in the agenda.

6. Roof Repairs-Several of the seam caps are sliding off; if the caps aren't damaged we can reattach them. This older style of roofing uses a separate cap to join the roof panels and those caps are no longer being manufactured. Water can make it's way inside in areas where the cap is missing. We're working with Dragon Sheet Metal for replacements.

7. Water damage-CBL located and repaired multiple leaks originating from units. We recommend replacing shut off valves, faucets or at least the cartridges, supply lines to toilets, faucets and ice makers. Other HOA's require that the water heater be replaced at 12 years; and installing a unit shut off is certainly more convenient than turning off the neighbor's water when you're working on your own plumbing. Reminder that water shut offs for remodeling are allowed only during the shoulder seasons (April 10-May 15 and October 1-November 15) since many units do not have isolation valves.

8. Emmons Stair Treads-the SW section was replaced by CBL staff.

9. Unit Entry During Repairs-Thank you for your cooperation during the multiple times that we've had to access your balcony and condo interior during the renovations. We will be asking for unit access again in the coming year to replace the fire suppression heads. Our procedure is to email the homeowner and also place signs on the doors in advance of any project.

10. Vending Repairs – CBL repaired several machines this past year. One dryer has been out of order for several months due to a back ordered part from the manufacturer. Black Bear Appliance was able to locate the part from a 3rd party supplier and CBL has ordered the replacement part. CBL discovered that one of the dryers was venting into the drop

ceiling above the laundry room. We've cleaned out the drop ceiling, bored a hole in the concrete and installed a new duct to vent the dryer outside.

11. Patrols-CBL performed deck patrols and parking lot patrols during peak demand periods.

12. Gardens-3 new gardens were planted under the south stairwells at Emmons. We closed in the backside of the stairwell with tongue and groove and added a bike rack on the newly installed rock alongside the south entrance. We'll be ordering another bike rack soon.

13. Staining, Painting-We stained the lower entrance outside of the business entrances and performed stucco repair/paint where necessary.

HOA Reminders:

- a. Remodeling – You might not need a building permit from the town for certain renovations but you will always need to get approval from the HOA before performing any remodeling work that will involve any exterior modifications or significant interior work such as (but not limited to) plumbing or wiring or parking a dumpster on site.
- b. Fire Extinguishers – Western Slope and Fire Safety will be recertifying the fire extinguishers every fall. The extinguishers should be inspected prior to this meeting. We will notify all the owners of the specific date via email. Please have your fire extinguisher placed outside of your unit door on the day of recertification to cut down on the time and cost of the bill.
- c. Keys – New owner, new code, or new lock, please ensure CBL has emergency access to your unit. In case of leak or other emergency, the Village Center governing documents require the property manager have access. CBL can make copies of keys free of charge.
- d. STR – Please email Sierra@CrestedButteLodging.com for HOA Approval to Short Term Rent
- e. Website – The association's website VillageCenterCB.org is a quick place to find meeting minutes, rules and regulations, insurance information and more. The password is: 12snowmass

Financial Report

L Friedman reported that the full audit is posted on the association's website.

Fiscal Year Ending September 2020

L Friedman reviewed the balance sheet with the membership noting that the association collected \$504,635 in operating revenue for the fiscal year ending September 30th, 2020. The association had \$520,876 in operating expenses, for a net operating income of negative \$16,241.

Fiscal Year to Date October 2020 through August 2021

W Bearth reported that the association still has \$80,840 in funds being held from the 2019 capital project. These funds are for change orders that were not approved by the Board of Directors. She added that \$96,273 in funds are remaining for the project. W Bearth explained funds are still available as the drainage work is still being done at Emmons and one of the retaining walls needs to be repaired or replaced. The association is currently running under budget on operating expenses for the fiscal year to date, with an operating net income of \$19,978.

Excess Income Resolution, Fiscal Year Ending September 2021

W Bearth explained that the association can chose how to handle to excess income. The association can return the funds to the owners or forward the funds to future expenses. If the association does not have a loss carry forward, the association will have to pay taxes on the excess income.

D Colehour made the following –

Motion: Carry forward any excess income into the 2021/2022 fiscal year
2nd: J Dubay
Vote: Unanimous approval

Old Business

Capital Improvement Update

W Bearth informed the membership that after the Emmons drainage is repaired the retaining wall will need to be repaired or replaced, but we do not have a bid in hand yet. New signs are being designed for both buildings, featuring a rusted metal look. The way finder signage is in next year's budget. K Redden asked about private parking signs for Emmons parking lot. The membership would like signs to direct the public to the designated skier drop off and to look into access gates. W Bearth reminded the membership about the discussion of lockers at Emmons which was part of the capital

plan. She explained that there is not room on many of the decks for lockers due to the location of the lights or doors and there is not appropriate space on the ground level. If an owner has room on their deck and wants to add a storage locker they need to submit what they are looking at to CBL for approval from the Board.

New Business

Approved Operating Budget

W Bearth presented the approved operating budget and noted that \$91,000 would be reallocated from operating dues to the capital account. This savings was created from a reduction in the insurance premium after the structural repairs were completed. The budget also reflects a special assessment due May 31st, 2022 in the amount of \$3,656.83 per residential unit.

Approved FY22 Capital Budget and 10 Year Plan

W Bearth pointed out on the 10 year plan that only 2022 is approved, all the other years are proposed. She reviewed all the approved capital work for the upcoming fiscal year, totaling \$398,386. M Menagh questioned why CBMR was not proposed to be special assessed in 2023 and W Bearth explained that per the association's declaration, residential units pay for residential serving expenses and commercial units pay for commercial serving assessments. The membership would like the Board to consider phasing the windows and doors project or to allow owners to opt out of the special assessment if their doors do not need to be replaced, or change the declaration to put the window and door responsibility back on individual owners.

J DuBay made the following-

Motion:	Approve the 2022 capital budget as presented
2 nd :	D Colehour
Vote:	Majority in favor (1 opposed) motion carriers

Members Open Forum / Unscheduled Business

M Menagh encouraged the Board to consider charging dues based on square footage. D Colehour encouraged the Board to consider replacing the flues and fireplaces, but not all the members agreed. J Perone suggested that members review the 2009 Watson report.

Board of Directors

No director's terms are up for election this year.

Residential Board Members

Ross Foldetta (term expires 2022)
Lamar Jackson (term expires 2022)
Roger Hanagriff (term expires 2023)

Business Board Members

Bill MacFarlane
Christian Robertson

Date of Next Annual Meeting

J DuBay made the following –

Motion: Hold the next meeting on Thursday, September 22, 2022 at 11am
MT
2nd: C Taylor
Vote: Majority approval (1 opposed) motion carried

Adjournment

C Robertson made the following –

Motion: Adjourn the meeting
2nd: J DuBay
Vote: Unanimous approval

The meeting was adjourned at 12:45p.m.