

**Snowmass Mountain Condominiums Homeowners Association**  
**January 28<sup>th</sup>, 2018 Board Meeting**  
**9:00 am - 5:00 pm MST; Conference Room, Building A**

**Agenda and Notes from the Meeting (*Notes in italics*)**

Roll Call: Mike Mitchell, Kirk Samsel, Greer Fox, Chris Madigan present; Kristin Erikson (by phone); Stan Stokes, Steve Frischmann (MMM) present;

1. Approval of Notes from 12-6-17 Meeting

*Notes from 12-6-17 were approved. Notes from 11-8-17 meeting will be approved at the March 2018 meeting*

2. Financial review

a. Budget to date

i. Any issues?

*Mighty Mouse explained why some categories of spend were up or down compared with projections. Viewed as a whole, the budget is on track so far this financial year. No issues were reported to the Board.*

b. Capital Expenditure planned for 2017-8

i. Building A boilers done

ii. roof done

iii. Patio furniture in hand (see below)

iv. No other items planned for 2017-8 – agreed?

*Board agreed that the above items i-iii represented the capital plans for 2017-8 following postponement of the Building A remodel, and that so far, no other expenditure was planned.*

3. Strategic Plan (AL 155)

a. Introduction/overview (Mike)

*The Board reconfirmed their support for the overall approach of distributing the strategic plan to Owners, requesting and receiving feedback, revising the plan and presenting a final proposal to Owners, with a request that they choose between defined options if necessary. The Board noted that the Strategic Plan must lay out the case that “doing nothing is not an option” and encourage Owners to view the needs of the complex as a whole, not just the needs of their Unit or their particular interest. The plan timeline is set at about 10 years, but in reality, it will address all the really expensive capital investment required for a 20 year period.*

b. Review/Discussion of individual sections

i. External rendering/appearance (Chris)

ii. Windows and Doors (Chris)

iii. Roof (Mike)

*Items i-iii were discussed together and led by Chris, since the three topics are interlinked in terms of cost and planning. Chris provided an initial estimate of costs for windows and doors. He also stressed that with the necessary removal of an extensive amount of siding to ensure appropriate installation and weatherproofing, it made sense to upgrade the external appearance of the Units at the same time, and provided some initial cost estimates. Chris presented*

*“Version 3” renderings of possible unit appearances and materials, based on earlier Board feedback, and designed to highlight the architectural features of the Units and fit with the “mountain environment”. Proposed materials included combinations of various colors of stained natural cedar siding, stone and Corten corrugated steel siding. Roofing options included shingle and metal. Following an extensive discussion, the Board reiterated their support for upgrading the external appearance of the Units as part of this project. The Board noted that in addition to the Base Village buildings, several complexes in the Village have upgraded their exteriors already, and it is clear, both to the Board and to the realtors with whom the Board has spoken, that the current SMC external appearance is dated and detracts from the real estate values of the Units in the complex. The Board selected a preferred “classical look” and “contemporary look” from Chris’s renderings, and asked for a third “modern look” to be developed using maintenance free materials where possible. The use of composite materials as an alternate to natural cedar to reduce maintenance costs was also discussed. Chris agreed to work up the costs for these three proposals and bring back a more detailed analysis by the end of March. As regards roofing, Chris will work with MMM to examine the corrugated metal options in more detail before deciding whether to recommend tar shingle or metal. One concern with metal is snow retention – in particular, the risk of snow sliding off and causing injury.*

*It was agreed that the Board should also pay attention to the entranceways into the Units (car ports, stairwells, etc.) to enhance the welcoming feel as people enter the various buildings.*

*Mighty Mouse will carry out an assessment of the current state of the windows and doors across the complex as part of the justification of the need for replacement.*

*Kirk agreed to put together a short bulleted summary sheet on the proposed exterior changes, with illustrative renderings. The intention will be for Board members to contact select realtors and gather their feedback on any potential increase in Unit value that might result from such a proposed upgrade.*

iv. Lighting (Kirk)

*After a short discussion on scope, Kirk agreed to put together a summary of the various lighting changes that would be made as part of this upgrade, with an emphasis on effective and attractive lighting for the various elements of the complex (car ports, stair wells, decks, etc.)*

v. Landscaping and Grounds (Greer)

vi. Building A (Mike)

vii. Pool (Mike)

*The Board provided feedback on the three above draft sections that had been prepared, and the authors will produce a second version for discussion at the April Board Meeting. There was some discussion of the option of “filling in the pool” and avoiding replacement and ongoing maintenance costs, but the general sentiment was that this was an amenity that we should retain.*

c. Financing options

i. Owners pay for the cost the year it happens?

ii. Front load the cost by implementing a special assessment starting 2018-9?

- iii. Secure a loan for the work and spread the cost to Owners out over 5 or more years?

*The three options were discussed and the Board was unanimous in not wanting to take out an HOA loan (Option iii), which would need to be serviced by all Owners. Nor did they think that the Owners would accept “front-loading” of a special assessment ahead of any work being started (Option ii). The Board therefore agreed on Option i as the preferred way forward. The Board felt that issuance of the Strategic Plan will give people advance notice of a future special assessment and allow them to plan financially for its impact, and if people need to refinance their Units to cover costs, it is better that they do this themselves than the HOA take out a loan for everyone.*

- d. Next steps and timing

*Revised drafts of the individual sections will be circulated by the end of March (or sooner) and discussed in the April Board meeting. The goal is to finalize the Strategic Plan at our June on site Face to Face meeting and issue it to Owners for comment shortly afterwards.*

- 4. Short-term renter behavior – any issues so far this season?

*There have been a few relatively minor issues (e.g. bubble bath in the spa, a few loud nights at the pool, noise from some Units and waste left lying around). Mighty Mouse had dealt with these appropriately, and in general the conclusion was that there had been a big improvement in the behavior of renters so far this year, and no examples of the really appalling behavior that we had seen last season.*

- 5. Comcast Internet service (AL 173)

- a. Installation complete? - Yes
- b. Experience to date – *general feedback from the Board was very positive, and the service was far better than the distributed system we had previously. Kirk had experienced some specific issues, but he will follow up individually on this with Comcast.*

- 6. Proposal for a ping-pong table in Building A – decision needed (AL 196)

*The Board agreed to this proposal, but stressed that this was a short term approval, and that following any remodeling of Building A, the use of the room for table tennis may no longer be possible or permitted. Also, if the table was misused or resulted in behavior problems (e.g. beer pong), permission would be revisited. More generally, the Board supported Owner use of the room (birthday parties, etc.). Owners should coordinate with Steve if they wish to reserve the room for a private function.*

- 7. Action list – review of all open items not covered above (see latest list for additional details)

- a. Make SMC entry sign more pronounced (AL 25) – *will be done when we have a vision for the new appearance of the complex – remove from Action List*
- b. Board Drop Box (AL 33) – *Kirk will install a “straw man” architecture for Board Information for the drop box site and Board members can comment. He will also work with Mighty Mouse regarding a structure for capturing general and building specific maintenance.*
- c. Progress on maintenance tracking list (AL 52) *This extensive list of items originated some 3+ years ago and many of the items originally identified have been addressed. As a result of this, and even more importantly the proactive approach shown by MM since they became Property Manager, the Board agreed to close this item on the Action List*
- d. Patio furniture(AL 134)
  - i. Status of replacement webbing – *Kirk and MM will get a final count of replacement needs, including pool furniture, and order replacement webbing.*

*We will raise a check to pay for the total cost up front and have the materials delivered directly on site to MM.*

- ii. Chairs are missing from some units – what action do we take? The Board agreed that if the furniture that the Board had assigned to each Unit was missing, it is the responsibility of the current owners to bear the cost of replacement. MM will inform the Owners in question and Kirk will order the replacement furniture*
- e. Wall Project Summary and documents (AL 137) – still open – a goal for 2018!*
- f. Water leaking from G4 into the unit below (AL 139) – no further problems have been encountered, and it was agreed to close out this item*
- g. Lighting over Jacuzzi needs to be replaced (AL 172) - done*
- h. "Old" heat tape vs "New" Heat tape (AL 174) – no longer relevant in view of the short life span of the current roof – item to be closed out.*
- i. Chimney caps are discolored from wood-burning activity (AL 178) The concern was not the discoloration per se, but the fact that in some cases, there seemed to be some bubbling of the paint below the metal collar on the chimneys, indicating excessive heat. MM will look into this further.*
- j. Driveway lights on dimmers (AL 183) – investigated, but not possible – item to be closed out*
- k. CCIOA requires that we post minutes to website (AL 184) – While the Board's last reading of the CCIOA regulations did not seem to require this, the Board agreed to post Board meeting notes from January 2018 onwards*
- l. Association should check 2011 rendering proposals, and do more to promote the property as "Fritz-Benedict designed" as a selling point (AL 186) – The Board agreed that the Fritz Benedict design was a positive feature, but struggled to see how to actively promote this. Nevertheless, the Board agreed to include reference to this on the SMC website and in the Strategic Plan. Post-meeting note – Mike will try to locate the 2011 renderings also.*
- m. Trees behind upper building need more care and attention (AL 187) – The current trees are single plantings located above the boundary wall in poor soil that drains rapidly, making it hard to provide them with adequate water and nutrients. The Board gave approval for MM to plant additional trees, spaced in between the current ones, in the grass in front of the boundary wall with better soil.*
- n. Replacement of red ash cans (AL 195) – The problem here is that many people use these as regular trash cans, for which they are not suited, and they need frequent emptying by MM. The Board requested that MM research and purchase small individual ash cans at HOA expense for each unit that needs one and then remove the larger ash cans. The individual cans can be stored on the decks.*
- o. Installation of Knox Boxes (AL 197) – Done (installation of these master key boxes, which can be accessed only by the Snowmass WildCat Fire Department, is a requirement for condominium complexes in Snowmass)*
- p. Installing sound insulation in flooring during remodeling - enforcement? (AKL 198) – The Board agreed that this was important and would communicate, via newsletter and also via remodeling guidelines and the approval process, that any owner on an upper floor who wished to install tile or hardwood floors in their living space would need to install soundproofing as part of this remodel. The alternative open to Owners would be to install carpet.*

- q. Bubble bath in spa – reaction to fine by Owners/rental agents? (AL 199) – *This cost was charged to the renters by the property agent and no problems in recovering the costs for clean up and the fine is expected.*
8. MMM/SMC – Feedback on our relationship  
*Both parties are happy with the working relationship and current level of communication from MM to the Board and vice versa. Board members commented on their satisfaction with Steve as our new Property Manager, and reported that positive comments on Steve had also been received from Owners.*
9. Dates for 2018 Board Meetings, 2018 HOA Meeting  
*Telecons set for 4pm on 3/7; 4/4; 5/2; On site Face to Face scheduled for Saturday 9<sup>th</sup> June, starting at 9am. Annual Owners meeting date set for 22<sup>nd</sup> September (to fit in with Board members availability) with a Face to Face Board meeting scheduled for the previous day (Friday 21<sup>st</sup> September)*
10. Any other Business  
*The pool is leaking again, and a diver is scheduled to examine the source of the leak. It may be that the bottom drain may need to be replaced.*

*Danny Elkan (E-3) has an Emotional Support Dog, and is requesting another dog as a pet, although only one pet per Unit is allowed. The Board agreed to the request for the extra dog on the grounds that the new dog would be the “pet” and the Board has no basis for rejecting an Owner’s need for an appropriately justified Emotional Support Dog.*

*The dog discussion brought up the question of whether there should be an annual fee for dog Owners, in addition to the registration fee, since MM does spend time emptying waste stations, etc. on site. This will be discussed further at a future meeting.*

*Kirk reported that an Owner has requested installation of a “pull-up” bar in the Gym room. The Board supported this request in principle. Kirk will report back to the Board at a future meeting.*

*Meeting was ended at 3pm.*

#### *Addendum*

Steve Frischmann - Projects completed since Dec 6 telecon:

1. Hard wired the lights on the spruce at the entry to the photosensor on the L bldg.
2. Adjustments and maintenance to gym equipment
3. Tightened all hardware in both bathrooms on glass and doors – ongoing
4. Replaced leaking spider gasket on spa filter – no more leak
5. Replace burnt out stairwell lights (4) with LED
6. Remove internet antennas now unused on B,C,H,I,J,K and L. All wires to be removed at later date
7. All new Comcast TV and Internet install complete
8. Replace leaking seals on spa jet pump – There are no more leaks in the spa system
9. Put clear seal in expansion joint near the firewood shed.
10. Move security camera to spa
11. Run ethernet cable from conference room to A boiler room through ceiling to provide internet to security camera

12. Re-configure old internet antenna from B bldg. to now run spa security cam and provide internet to spa and pool area.
13. Steve Replace Wilo circulation pump in heating for D/E bldgs.. It was vibrating loudly.
14. Order new motor kit for old wilo pump in order to have a good working spare circ pump.
15. Ajax replace badly rusted bleeder valve on heat register in gym before it started leaking.
16. Turned down all water heaters to from 145 to 130 degrees in H,I,J,K and L buildings.
17. Ajax add glycol to B/D and E/F heating systems to proper level
18. Have been cleaning strainer in new A bldg. boilers daily for a few weeks, now its done weekly to protect new boilers.
19. Steve replace 220V relay for A bldg. heat tape – it was buzzing loudly.
20. Returned business modem to comcast and cancelled the business internet that had previously supplied the complex internet.
21. Moved Gym internet modem to conference room, reconfigured for no password and changed name to ConfRm.