

**Memorandum to Anchorage West Owners**

**Re: Minutes from 2013 Annual Owner Meeting, Adopted 2013-2014 Operating Budget, Carport, Boat Storage, Special Assessment Notice and Reminders**

Dear Anchorage West Owner,

The Membership of the Anchorage West Home Owners Association met at the duly noted Annual Meeting on Saturday July 13, 2013. The minutes from the meeting are enclosed along with a contact list for the 2013-14 Board of Directors.

After presentation and discussion, the enclosed budget was approved by the Membership. Please note that there will be no change to monthly dues.

Owners present at the 2013 annual owner meeting discussed the South building carport structure condition. Areas of repair, with significant expense, have been identified. The Board is working further to obtain information and repair options. Please be aware that an approximate \$1000 - \$3000 per unit special assessment may be necessary to fund repairs. In addition, parking on top of the South building carport structure is now restricted to empty / light boat trailers. **Please do not park vehicles nor heavy/ full boat trailers on top of the carport structure. Winter boat storage area may be decreased; please begin thoughts on places to store your boat this Winter.** The Board will keep Owners posted.

Reminders- please be sure to keep your dogs on a leash while outside of your unit. Please also be sure that your trailer parked in the auxiliary lot is registered with the Anchorage West Association and properly marked with the official Anchorage West sticker or risk being towed. If you are planning a remodel of your unit, you are **REQUIRED** to notify the Board of Directors; this helps to protect your interest and the interest of your neighbors. Please be sure that a copy of the Anchorage West House Rules are available in your unit for renters and guests to view; it is the owner's responsibility to ensure that their unit occupants are familiar with the rules.

Feel free to contact Summit Resort Group at 970-468-9137 or any of the Board members should you have any questions!

Sincerely,

Anchorage West Association

**Anchorage West Association  
Board of Directors  
2013-2014**

**Mr. Jim Sebben**  
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**President    Unit 63  
(2011) 2014**

**Mr. Dale Hill**  
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**Secretary    Unit 113  
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**Mr. Chris Durkin**  
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**Mr. Mark Gale**  
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**Director  
(2013) 2016        Unit 136**

ANCHORAGE WEST CONDOMINIUM ASSOCIATION  
ANNUAL HOMEOWNER MEETING  
JULY 13, 2013

I. CALL TO ORDER

Jim Sebben called the Anchorage West Condominium Association Annual Homeowner Meeting to order at 9:03 am.

Board Members Present Were:

Jim Sebben, President, Unit 63  
Chris Durkin, Treasurer, Unit 112  
Mark Gale, Director, Unit 136

Melissa Barrett, Vice President, Unit 101  
Dale Hill, Director, Unit 113

Homeowners Present Were:

Dixie Zukerman, Unit 63  
Donald and Marie Logan, Unit 65  
Stan and Rita Smith, Unit 75  
Bruce and Cathy Douglas, Unit 91  
Jane Shelton, Unit 102  
Peter and Karen Jorgenson, Unit 111  
Becky Hill, Unit 113  
Richard O'Brian, Unit 126  
Edward Akerlund, Unit 146

Dee Jacobson, Unit 64  
Anthony and Carolyn Scalise, Unit 71  
Richard Weicht, Unit 76  
Len and Jane O'Connor, Unit 76  
Tim and Kaz Aylott, Unit 106  
Diana Durkin, Unit 112  
David Wright, Unit 123  
Lynn and Robert Dentel, Unit 133

Representing Summit Resort Group were Kevin Lovett, Deb Borel, Peter Schutz and site managers Mark and Pam.

II. OPENING REMARKS

Jim Sebben welcomed everyone and thanked Mark and Pam and Summit Resort Group for doing an excellent job maintaining the property. He thanked Pam for the flowers planted around the complex and Diana Durkin for her work on the terraces. He announced that Kevin Lovett is a partner and a co-owner of Summit Resort Group with Peter Schutz.

Anchorage West is now using 28% less gas than before the new boilers and windows were installed.

Jim discussed two areas of needing maintenance attention at Anchorage West to include the upper building parking lot and the lower carport area under the boat lot. The Board has decided to install gutters and heat tape to direct water to drain pans on either end of the upper building and the Board is investigating possible carport repairs.

III. ROLL CALL AND CERTIFICATION

With 19 units represented in person and 14 proxies received, a quorum was reached.

IV. APPROVE PREVIOUS MEETING MINUTES

Diana Durkin made a motion to approve the minutes of the July 14, 2012 Homeowner Meeting as presented. Karen Jorgenson seconded and the motion carried.

## V. TREASURER'S REPORT AND RATIFICATION OF 2013/2014 BUDGET

### Financial Report for 2012/2013 fiscal year end

Chris Durkin reported that as of the 2012/2013 fiscal year end (May 31, 2013), the Operating Account balance was \$4,482.72 and the Alpine Reserve balance was \$33,847.85. On May 31, 2013, the Profit and Loss statement reported that Anchorage West closed the fiscal year with \$272,781 of actual expenses vs. \$279,384 of budgeted expenses. All planned 2012/2013 reserve contributions have been made. Due to low operating cash on hand, the Board has decided to carry the year-end surplus in the operating account and not transfer it into reserves.

### 2013/2014 Operating Budget Ratification

The 2013/2014 proposed Operating Budget calls for no dues increase. Chris Durkin discussed the changes from the 2012/2013 budget to the 2013/2014 budget. Dee Jacobson made a motion to approve the 2013/2014 budget as presented. Dick White seconded and the motion carried.

### Reserve Plan

Owners reviewed the condensed version of the Reserve Plan. In the past, the reserve account has had a low balance, and when items occur that require funding, there has been a special assessment. The owners showed agreement to maintain this trend. This year, dependent upon necessary carport repairs, Owners should expect a special assessment of between \$1,000 and \$3,000. More information will be provided to Owners when the need is determined.

## VI. OLD BUSINESS

- A. House Bill 1237 – Kevin Lovett presented information with regard to HB 1237. Deemed the “Records Bill”, HB 1237 is new legislation, which addresses association record keeping. Board member communication as to action items taken via email are part of Association record. HB1237 went into effect on January 1, 2013. The bill states that individual owner information to include phone numbers and email addresses may not be published or given out without prior written approval from the owner. Published Owner lists must state name, mailing addresses and number of votes each unit as. Written consent is required from owners giving permission to share their email and phone numbers with other neighbors. A survey was provided to owners to complete giving this permission.
- B. Comcast – Digital TV conversion in Summit County has begun. This will take place in November, and if you have not had the conversion, your television will not work. Digital converter box will be installed at Anchorage West on July 25. If there is no TV in the bedroom, there will not be a box installed. Owners are asked to let SRG know if they have questions. The Jorgenson's have a small box. SRG will make Comcast aware of their situation.

## VII. NEW BUSINESS

- A. Lower Building Carport – Jim Sebben discussed the carport condition. Over time, periodic inspections of the carport have taken place. This year's inspection reports that there are eight twin T supports that need to be repaired now and nine in the future. There may also be repairs necessary to the main I beam. Drainage work in the upper boat lot is also under investigation. The bids range from \$170,000-\$250,000 to repair, but the study did not provide supporting information for what was included in the bid. The board will get at least one other engineer to look at this before they proceed. Additional items discussed include
  - a. As a precaution, the area will be roped off so that only trailers and other light items be permitted on the concrete part of the lot.
  - b. Parking on top of the carport will be prohibited until full evaluation can be complete.
  - c. Snow will not be piled on this area in the winter.
  - d. It was suggested to keep the dumpster off the area.

- e. Shoring devices could be rented at a cost of \$600 per month, with an initial charge of \$2,500.
  - f. An owner asked if the town of Dillon should be involved to determine if this was caused when the roads were upgraded. The Board will look into this.
  - g. An owner warned the Board not to hire engineers that would overcharge. This owner will look at the problem and give suggestions to the board.
  - h. Board member reminded the Owners that safety is the biggest concern.
  - i. More details will be gathered and evaluate how to proceed.
  - j. Boat storage will be something that will have to be discussed for this winter.
- B. Future Reserve Funding Needs – Jim Sebben asked if owners would rather raise contribution to reserves or have special assessments as needed. Reserves are 15% of operating at year's end. It does get down to 3% during some months of the year. Owners agreed that they would rather have a special assessment when needed, than to increase the reserve contribution to dues.
- C. Domestic Hot Water – Domestic Hot Water system in the Lower North building has experienced recent failures. Board will investigate with Tech One, possible solutions and evaluate what the costs would be. When heating is off, domestic hot water system does not work as well as in the winter, when the heat is running. The Board is looking into options including, but not limited to, installing a reserve tank or separate hot water system that works in the summer.
- D. Baseboard Heat Register Covers – current zone valves on the baseboard heat system are larger than the original zone valves; this has caused some of the baseboard heater covers to “bulge”. Many Owners have already replaced their baseboard heater covers. If owners would like to fix their registers, they may.
- E. Lower South building (unit 71), in the last few several times a day and night, the south wall shakes and there is a loud noise. SRG will investigate.
- F. An owner mentioned that the jets were not as strong as they were in the hot tub. Kevin Lovett reported that a new jet pump for the hot tub was installed for VGBA compliance. Since that installation, two lines have broken, so jet pressure in the hot tub has been lessened.
- G. Voles – Orkin comes to Anchorage West twice a month. Orkin will be asked to pay closer attention to the lakeside.
- H. Owner asked if the Board had considered a cosmetic change to the doors on the bicycle storage in the south building. The Board will investigate changing the doors.
- I. Owner asked if the pool should be covered at night. It was reported that it should be covered every night and SRG will see that it is.
- J. Sign – Owners commented that the new sign looks great! Melissa Barrett, Diana Durkin and Lynn Dentel were on the sign committee. Lynn thanked owners for their support.

#### VIII. MOTION TO APPROVE BOARD ACTIONS FOR 2012/2013

Tim Aylott made a motion to ratify the Board actions for 2012/2013. Becky Hill seconded and the motion carried.

#### IX. ELECTION OF BOARD OF DIRECTORS

Melissa Barrett and Mark Gale's term expired and they have indicated their willingness to serve another term. Diana Durkin moved to nominate the two. Tim Aylott seconded and the motion carried.

#### X. DILLON UPDATES

Peter Schutz gave the following Town of Dillon Updates:

- A survey was sent to Dillon owners regarding park improvements. Owners are encouraged to stay involved in the process.

- The marina, bike path and new parking improvements are complete. A mortgage has been taken by the Town to fund the improvements. The Town took some land from Lake Cliffe to create 13 additional parking spaces for amphitheater parking.
- LaBonte Street has been repaved.
- Several new Council members have been elected and the town is being run well.
- There is a lot of movement to change the use of parks in the town to make Dillon more event oriented.
- An Owner asked if the town held meetings and if so, were owners welcome to attend. Peter said that there were meetings every other week and that owners are welcome to attend.
- An Owner asked if there was any resolution to the bike path parking. Peter reported that the lawsuit is now in the Colorado Supreme Court.

XI. SET NEXT MEETING DATE

The next Anchorage West Annual Meeting will be held on Saturday, July 12, 2014 at 9:00 am.

XII. ADFOURNMENT

Dale Hill made a motion to adjourn the meeting at 10:11 am. Karen Jorgenson seconded and the motion carried.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Member Signature

		Anchorage West Association 2013-2014 Operating Budget												
	Budget 12-13	Total	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MARCH	APR	MAY
<b>REVENUE</b>														
400	Dues Income	\$245,340	\$245,340	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445	\$20,445
415	Laundry Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
420	Other Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
435	Interest Income - op	\$24	\$24	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2
440	Interest Income - res	\$180	\$180	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
445	Reserve Contribution	\$33,840	\$33,840	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820
	<b>Total Revenue</b>	<b>\$279,384</b>	<b>\$279,384</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>	<b>\$23,282</b>
<b>EXPENSES</b>														
501	Management Fee	\$50,304	\$50,304	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192	\$4,192
502	Gas Expense	\$37,009	\$36,970	\$2,231	\$1,718	\$1,706	\$2,214	\$1,860	\$4,464	\$4,533	\$4,407	\$4,407	\$2,957	\$2,962
503	Electricity Expense	\$9,958	\$10,216	\$692	\$827	\$879	\$799	\$871	\$877	\$877	\$1,018	\$877	\$900	\$875
504	Water & Sewer	\$47,268	\$47,268	\$3,899	\$3,515	\$5,374	\$4,961	\$4,220	\$3,442	\$3,418	\$3,668	\$4,061	\$3,566	\$3,707
505	Bank Charges	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
515	Building Maint.	\$10,100	\$10,100	\$900	\$800	\$800	\$800	\$800	\$900	\$900	\$900	\$900	\$800	\$800
516	Boiler & Heat R & M	\$12,000	\$12,000	\$400	\$2,200	\$400	\$400	\$2,200	\$400	\$2,200	\$400	\$400	\$2,200	\$400
520	Cable	\$24,036	\$24,156	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013	\$2,013
525	Internet	\$11,964	\$11,520	\$960	\$960	\$750	\$500	\$960	\$960	\$0	\$0	\$0	\$0	\$0
530	Grounds Maint.	\$4,000	\$4,000	\$1,250	\$1,250	\$750	\$500	\$250	\$0	\$275	\$275	\$0	\$0	\$0
535	Pool Maintenance	\$6,575	\$6,575	\$1,400	\$1,000	\$375	\$1,300	\$275	\$800	\$275	\$275	\$375	\$375	\$375
540	Snow Removal	\$5,200	\$5,200	\$0	\$0	\$0	\$0	\$0	\$800	\$1,000	\$800	\$800	\$800	\$0
555	Licenses & Taxes	\$10	\$10	\$0	\$0	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
560	Managers Unit	\$350	\$350	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
565	Insurance	\$10,800	\$11,998	\$953	\$953	\$953	\$953	\$953	\$953	\$953	\$953	\$953	\$953	\$953
570	Property Taxes	\$1,624	\$1,624	\$0	\$0	\$1,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
575	Postage	\$348	\$348	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29
580	Office Expense	\$790	\$680	\$350	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30
585	Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
595	Meeting Expense	\$2,200	\$2,200	\$0	\$0	\$1,800	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0
600	Misc. Expense	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100
601	Bonuses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
630	Rubbish Removal	\$3,576	\$3,882	\$349	\$349	\$349	\$349	\$196	\$349	\$349	\$349	\$349	\$349	\$349
635	Contingency	\$7,332	\$6,043	\$504	\$504	\$504	\$504	\$504	\$504	\$503	\$503	\$503	\$503	\$503
850	Reserve Expense	\$33,840	\$33,840	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820	\$2,820
	<b>Total Expenses</b>	<b>\$279,384</b>	<b>\$279,384</b>	<b>\$23,292</b>	<b>\$23,160</b>	<b>\$25,568</b>	<b>\$23,224</b>	<b>\$22,173</b>	<b>\$21,710</b>	<b>\$22,923</b>	<b>\$25,302</b>	<b>\$23,910</b>	<b>\$23,174</b>	<b>\$24,150</b>
	<b>Difference</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$10)</b>	<b>\$122</b>	<b>(\$2,286)</b>	<b>\$58</b>	<b>\$1,109</b>	<b>\$1,572</b>	<b>\$359</b>	<b>(\$2,020)</b>	<b>(\$628)</b>	<b>\$108</b>	<b>(\$868)</b>