

Chateau Acadian Homeowner Association  
Annual Meeting  
July 13, 2019

I. Call to Order

The Chateau Acadian Homeowner Meeting was called to order by Katie Kuhn at 2:43 p.m.

Board Members Present (\*via teleconference) Were:

Jim Watson, President, #105	Kate Schulte, Secretary/Treasurer, #110
Jim Durning, Director, #102	Sandy Nelson, Director, #114
Kristine Koblenzer, #112	Bob Lagneaux, Director, #101*

Owners Present Were:

Rose Durning, #102	Dan Konstantin, #106
Michael Stys, #109	John Schulte, #110
Rob McCoy, #112	Delsa Dee & Harlo Johnson, #113
Bob Nelson, #114	Dennis & Mary Minchow, #115
Roger Campbell, #116	John Reinhart, #111*
Matt Snowball, #111*	

Representing Summit Resort Group Were:

Kevin Lovett, President, Property Administrator  
Katie Kuhn, Property Administrator  
Bernie Romero, Property Manager

Margot Mayer of Summit Management Resources was recording secretary.

II. Certification of Quorum

Katie Kuhn reported that notice of meeting was sent in accordance with the governing documents on June 13, 2019. A quorum of owners present or represented by proxy was confirmed.

III. Approve Previous Meeting Minutes

**Motion:** Jim Watson moved to approve the minutes of the July 14, 2018 Annual Meeting as presented. The motion was seconded and carried.

IV. President's Report

Jim Watson reviewed accomplishments:

1. Hot Tub - The hot tub was discussed at last year's meeting. After many hurdles, the project was finally completed. The contractor was paid for a portion of this project, but the work was never completed. The Board filed a default judgment against the contractor.
2. Parking – New parking arrangements are much more efficient.

3. Roof Assessment – Dues deviation was brought up at least year's meeting. This subject will be discussed during this meeting.

V. Financials

A. *Year-to-Date Review as of May 31, 2019*

As of May 31, 2019, there was \$12,857 in the Operating account and \$21,160 in the Reserve Account. The Profit and Loss reflected \$56,084 of actual expenditures vs. a budget of \$54,786, which was \$1,298 unfavorable to budget. The largest area of variance was Landscaping, which was \$1,969 unfavorable to budget due to tree spraying.

There were no owner delinquencies and all Reserve contributions have been made for 2019.

VI. Managing Agent's Report

A. *Completed Projects*

1. Trapped and relocated raccoons from the dumpster enclosure.
2. Trees were sprayed.
3. Repainted patio tables.
4. Refreshed mulch in flower beds.
5. Repaired all lattice.
6. Power washed decks.
7. Repaired railroad ties on rock gardens.
8. Planted flowers.
9. Stained front horizontal deck surfaces.
10. Flipped over the stair treads to extend the useful life.
11. Completed the hot tub project.
12. Washed the windows.

B. *Pending Item*

A default judgment for Platinum Properties (George Goodwin) has been received. The Board thanked Russ Bean for working on this case. The judgment is good for 18 years and can be renewed. The Board will continue to search for George Goodwin, and if found, wages can be garnished.

Matt Snowball asked about the financial implications of the hot tub project. Jim Watson explained that a down payment of \$26,905 was paid to Mr. Goodwin, but the work was not completed. The Association paid a total of \$7,784 for additional work to complete the project, bringing the final cost to \$34,689.

The down payment was approved by the Board. A change order in the amount of \$14,000 was approved and payment was initiated by Summit Resort Group, who reimbursed the Association for that amount.

## VII. Old Business

### A. *Dues Deviation*

There has been a deviation from the governing documents related to billings. Three-bedroom units have been charged and have paid \$30 (.33%) more per month than what is outlined in Exhibit A of the Declarations and four-bedroom units are paying \$30 less than the specified allocation. The Board recommends changing the Declarations to reflect the current percentages. The Declarations can also be amended to allow Special Assessments to be billed equally per unit, if desired. This change will require a 67% favorable vote of the membership. The vote would be conducted by mail. An attorney will need to be hired to review the documents, make the changes and prepare the amendment at a cost of roughly \$2,000.

Comments included that it would be easier to change the assessments without changing the Declarations, it is important to comply with the Declarations, a vote could be held for a specific Special Assessment, a vote of the owners would not override the Declarations, dues should be adjusted without changing the documents and flexibility for Special Assessments should be included in the Declarations. The Board would need to work with the attorney on the exact wording of the amendment to make sure all scenarios are covered.

Three-bedroom units currently pay \$586/month and new dues would be \$556/month. Four-bedroom units currently pay \$671/month and new dues would be \$700/month.

In a show of hands, the majority of owners present were in favor of amending the Declarations and to add flexibility for how Special Assessments are billed.

### B. *Roof Special Assessment*

Summit Resort Group obtained two bids for roof replacement, currently earmarked in 2025. The roof will cost roughly \$256,000. A Special Assessment is needed to pay for this project. Katie Kuhn reviewed the following options:

1. Option 1 – \$8,000 total assessment per unit, \$1,000 per unit in dues 2019 – 2026 still leaves a substantial shortfall with an ending Reserve deficit balance of (\$69,816).
2. Option 2 - \$11,000 total assessment per unit with the following schedule:  
\$1,000/unit due in 2019 – 2022, \$1,500/unit due in 2023, \$2,000/unit due in 2024 – 2025, \$1,500/unit due in 2026 and a \$50 dues increase in 2024 and 2029  
The ending Reserve balance would be a deficit of (\$6,984).

After discussion, the owners supported paying an assessment of \$1,500 per year, starting in 2020 through 2026. An owner asked that the Special Assessment payment structure be part of the Association documents so potential buyers will be able to review the information. The money will be paid into a separate account earmarked for the roof.

## VIII. New Business

### A. *Summit County Regulations*

Short term rental regulations (for units rented less than 30 days) have been established within Summit County. Owners are required to obtain a rental license and follow the guidelines. Katie Kuhn asked owners to familiarize themselves with the guidelines and be in compliance. Any issues caused by renters should be reported to Summit Resort Group. Mr. Lovett said any violations should be reported immediately including the unit number.

### B. *Commercial Renters*

The Board approved rental of a unit for employees of a commercial company. Sandy Sales said she was not sure if that was allowed per the governing documents. Owners who plan to rent their unit should contact the Board. Katie Kuhn will review the Bylaws.

### C. *Pets Allowed for Renters*

Seasonal renters have been allowed pets, even though House Rules state that only owners can have pets. The Board asked owners if pets should be allowed for seasonal renters. Discussion followed and comments included that the number of pets per unit should be limited, some pet owners do not clean up after their pets, service and comfort dogs are protected and exempt from pet rules and it is difficult to enforce the pet policy and fine structure.

House Rules state that no pets shall be kept without the prior written approval of the Board. Kevin Lovett said the membership can make a rule regarding the number of pets per unit and to only allow owner pets. Rental companies have to make reasonable accommodations for emotional support dogs and service animals and cannot discriminate against them.

An owner asked for a motion to be consistent with the Association Bylaws and to require Board approval for dogs in long and short term rentals. Kevin Lovett said that this was in the House Rules and a motion was not necessary. He will include information in the post-meeting mailer that any pets in a unit have to be reported to the Board. This rule applies to renters and owners. A question was raised regarding grandfathering existing pets.

**Motion:** Sandy Sales moved to grandfather all units with existing owner dogs. Jim Durning seconded. For owners attending the meeting, the following units were grandfathered: Unit 101 (two dogs), Unit 105, Unit 109, Unit 110, Unit 111, Unit 112 (two dogs) and Unit 114. The motion carried.

### D. *Quiet Hours*

Renters must be made aware of quiet hours. Kevin Lovett will make sure to highlight House Rules. Any issues should be reported to Summit Resort Group or the police.

### E. *Reporting of Issues*

An owner requested notification be sent to owners about any issues at the property. Katie Kuhn said issues are usually discussed during Board meetings during the Manager's Report and minutes are posted on the website. Any situation involving a unit is reported to

the owner. It was noted that any issues reported by phone should be followed up with an email. Emails should be sent to [info@srg.com](mailto:info@srg.com) with a copy to Katie Kuhn.

*F. HO6 Insurance Policy Reminder*

While the HOA carries required insurance coverage for the common elements, owners should carry individual insurance coverage in an HO6 policy. Owners are encouraged to present the Association insurance policy forms to their individual insurance carrier to ensure proper coverage is in place.

*G. Owner Education*

A handout explaining who makes decisions on the Board or owner level was included in the meeting package. Owners were encouraged to review the document.

IX. Owners Forum

*A. Parking Passes*

An owner noted that the new parking passes seem to work well.

*B. Snow Removal*

An owner asked if the snow removal company was going to replace the tree they damaged. The Board had discussed this matter and decided that the tree does not need to be replaced.

X. Election of Directors

The terms of Kate Schulte and Bob Lagneaux had expired and both indicated they were interested in running for reelection. There was one vacancy on the Board. The floor was opened for nominations. An owner nominated Christina Minchow. Nominations were closed.

**Motion:** A motion was made to elect the slate by acclamation. The motion was seconded and carried.

XI. Set Next Meeting Date

The next Annual Meeting will be held on July 11, 2020 at 2:30 p.m. followed by an owner barbecue.

XII. Adjournment

**Motion:** Jim Watson moved to adjourn the meeting at 4:30 p.m. The motion was seconded and carried.

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

Date: \_\_\_\_\_