

**VILLAS AT PROSPECT POINT ASSOCIATION  
ANNUAL MEETING  
May 25, 2013**

**I. CALL TO ORDER**

The meeting was called to order by Tony Peterson at 10:03 a.m. at the Frisco Best Western.

Board members present were:

Tony Peterson, President, 1515-203  
Otis Halverson, Secretary, 1519-201

Sean Cavins, Vice Pres., 1517-102

Owners present were:

Thomas Lash, 1501-201  
Jim & Arlene Dinkel, 1501-203  
Nancy Lee, 1503-204  
Robert Bullard, 1505-104  
Julie Comstock, 1507-201  
Margaret Bloder, 1509-102  
Rachael Crabb, 1509-203  
Peter & Carol Hewett, 1509-206  
Tom & Darlene Crabtree, 1511-204  
Edward Fletcher, 1515-102  
Brenda Lloyd, 1519-102  
Joe & Melva Coughlin, 1519-207

Wes & Pat Hartman, 1501-202  
Gary & Marcia Valbert, 1503-102  
Inge Levie, 1505-101  
Denise Carson & Jerry Baker, 1507-102  
Jimmie & Carolyn Rice, 1507-204  
Steven Perry, 1509-104  
Robert & Kathryn Brannon, 1509-204  
Ami Doyle, 1511-104  
Russell Frismuth, 1513-201  
Mary Cavins, 1517-102  
Kathy Halverson, 1519-201

Representing Summit Resort Group were Kevin Lovett and Chris Trettel. Erika Krainz of Summit Management Resources was recording secretary.

**II. CERTIFICATION OF QUORUM**

With 24 units represented in person and 17 proxies received a quorum was confirmed.

**III. REVIEW AND APPROVE MINUTES OF PREVIOUS ANNUAL MEETING**

Robert Bullard made a motion to waive the reading and to approve the minutes of the May 26, 2012 Annual Meeting as presented. Julie Comstock seconded and the motion carried.

**IV. MANAGER'S REPORT**

Chris Trettel was recognized for his work at the property.

*A. Completed Projects*

1. Renewed the Association insurance and added a \$5 million liability umbrella policy.
2. Completed the annual registration with the Real Estate Commission.
3. Sprayed the trees against mountain pine beetle and pine needle scale.
4. Sealed the cracks in the asphalt.
5. Touched up the paint throughout the complex.

*B. Roof Update*

Owens Corning awarded the Association between \$30,000 – 50,000 of shingles for the warranty claim. Kevin Lovett is working with local suppliers to obtain a credit or to sell them.

*C. Pending Projects*

1. Spring cleanup is underway.
2. The landscape beds will be cleaned.
3. Vole remediation is ongoing and is completed between the 23<sup>rd</sup> and 30<sup>th</sup> of each month.
4. Some more trees may be planted.
5. Paint will be touched up as needed.
6. The asphalt cracks will be sealed and repaired as needed.
7. The hot tub deck will be restained.
8. The stairwells will be stained.

Arlene Dinkel requested trimming of the bushes along the path to the hot tub.

Julie Comstock asked if owners would be allowed to replace garage doors since replacement panels are not available. An owner said Altitude Garage Doors had panels available that matched pretty closely. Jimmie Rice said he reinforced his garage door panel last year. Robert Bullard suggested contacting a local garage door contractor to get specs for the closest match for a replacement door.

**V. TREASURER'S/FINANCIAL REPORT**

*A. 2012/2013 Year-End Results*

Kevin Lovett reported that at the end of the 2012/2013 fiscal year (4/30/13) the Operating cash balance was \$28,534 and the Reserve balance was \$208,276. The Alpine Bank CD balance was \$106,904 and the US Bank CD balance was \$105,230. The Association was \$18,832 favorable to budget at year-end, mainly due to lower snow removal costs.

Mary Cavins made a motion to transfer the \$18,832 surplus to Reserves. Tom Lash seconded and the motion carried.

*B. Ratification of the 2013/2014 Budget*

Kevin Lovett said the 2013/2014 Budget as written included no change to the Operating dues and a 10% (\$4 - \$7/unit/month) increase to the Reserve contribution. Changes included:

1. Insurance - \$589 increase.
2. Cable TV - \$2,364 increase based on the contract.
3. Trash Removal - \$864 decrease.
4. Common Electricity - \$400 decrease.
5. Faxes - \$36 decrease.

6. Board Expenses - \$999 decrease.
7. Hot Tub Supplies - \$120 decrease.
8. Hot Tub Gas/Electric - \$120 decrease.
9. Overall increase of \$414.

Robert Bullard made a motion to adopt the 2013/2014 Budget as presented. Tom Lash seconded and the motion carried.

## **VI. ELECTION OF DIRECTORS**

The terms of Sean Cavins and Otis Halverson expired and both incumbents indicated their willingness to run for reelection. There were no nominations from the floor. Robert Bullard made a motion to nominate the two incumbents. Russell Frismuth seconded and the motion carried.

Tom Lash made a motion to reelect the two candidates by acclamation. Jim Fletcher seconded and the motion carried.

## **VII. NEW BUSINESS**

Tony Peterson reviewed the flat roof situation. He explained that the damage occurring at this point is due to the design of the flat roofs rather than shingle failure. The flat roofs will not be replaced until the shingles start deteriorating. The total roof leak repair cost for the past year was about \$1,000 so it is more cost effective to make repairs than to completely replace the roof before the shingles have reached the end of their useful life. The Board considered hiring a contractor to remove the roof snow in the problem areas but the expense would have been cost prohibitive. Arlene Dinkel mentioned that there was another property in Basalt that was built by the same developer. She suggested checking to see if they were having the same leak problems and if so, what type of solutions they were employing.

Gary Valbert said some areas of the complex needed updating, in particular the exterior light fixtures. Kevin Lovett said the Board looked at this project. The total cost would be about \$40,000 since there are over 400 fixtures. There could be rebates available from Xcel Energy for switching to energy efficient fixtures.

Robert Bullard commented that the Association finances were considered strong and properties were easy to finance.

An owner asked if anyone had problems with the furnaces in the attic. Kevin Lovett said the furnaces were functioning well but some furnaces are equipped with humidification systems that should be inspected annually to avoid leaks.

Edward Fletcher commented that there was a drainage problem in front of his unit. The water accumulates and forms ice. Kevin Lovett asked owners to contact him about these types of issues. Tony Peterson said keeping the drains clear of snow and ice seems to address the problem.

**VIII. SET NEXT MEETING DATE**

The next Annual Meeting was set for May 24, 2014 at 10:00 a.m.

**IX. ADJOURNMENT**

Edward Fletcher made a motion to adjourn at 10:45 a.m. until May 24, 2014. Steven Perry seconded and the motion carried.

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

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