

**CROSS CREEK CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 9, 2018**

**I. CALL TO ORDER**

The Board of Directors meeting was called to order at 6:00 p.m.

Board members Rob Luhrs and Gerry Dziedzina attended in person. Julian Gelfand, Lindee Sebald and Don Morrissey attended by telephone.

Representing Summit Resort Group were Kevin Lovett and Ryan Eaton.

**II. OWNERS FORUM**

No owners other than Board members were present.

**III. APPROVE PREVIOUS MEETING MINUTES**

The minutes of the February 23, 2018 Board meeting were reviewed. Julian made a motion to approve the minutes as written. Gerry seconds and the motion carried.

**IV. FINANCIAL REVIEW**

SRG reported on Financials as follows:

*2017-18 Fiscal Year End Financials;*

September 30, 2018 close financials report \$11,382 in the Alpine Operating acct., \$21,907 in the Alpine 100 Bldg. Reserve Acct., \$69,970 in the Alpine 200/300 Building reserve and \$95,940 in the Alpine Ctr. Bldg. Reserve acct. The Operating Painting funds report \$100 in 100 Bldg. painting fund, \$1,536 in 200/300 painting fund and \$481 in the Center Bldg. painting fund.

Overall operating expenses were 10% under budget at year end.

*Operating account "true up" 100 Bldg./ 200/300 Bldg.;*

The Board discussed the plan to true up the 100 building and 200 /300 building operating accounts. At the end of each fiscal year, the need exists to "true up" the operating account and credit/ debit the 100 Bldg. and 200/300 Bldg. for operating expenses associated with each building (crediting for "expense underage's" and "debiting for expense overages". As of September 30, 2018, yearend, 100 Bldg. operating account expenses are reported at \$4390 under budget for the year and 200/300 Bldg. operating account expenses are reported at \$5459 under budget for the year. It was noted however that there were pending expenses from items completed in September 2018 in which the expenses were not paid until October 2018. This results in actual year end underages of \$3365 for the 100 building and \$1619 for the 200/300 building.

This results in operating account "true ups" of:

\$3365 owed from the general operating account to 100 bldg. and \$1619 owed from the general operating account to the 200/300 Bldg. reserve account. The “true ups” will be discussed and ratified at the 2019 Annual Owner Meeting.

2017-18 yearend tax return; The 2017-18 yearend tax return preparation is pending.

**V. RATIFY BOARD ACTIONS VIA EMAIL**

Gerry moved to ratify the following actions discussed via email:

- 9-18-18 Property Management Agreement Renewal, approved
- 8-20-18 2018-19 Budget and Dues, approved
- 7-3-18 Unit 207 collection, payment plan, approved
- 6-12-18 Hot tub decking materials and color, approved
- 4-26-18 Hot tub and fence project, approved
- 3-8-18 2018-19 insurance policy, approved
- 3-5-18 2016-17 tax return, approved

Rob seconds and the motion passed.

**VI. MANAGING AGENTS REPORT**

The following managing agent report items were reviewed;

Completed items; the following items were reported on as completed:

Operating items completed included:

- Painting touch ups
- Dead/ Fallen tree removal
- Annual fire systems and backflow inspection
- Center building 1/4rly boiler maintenance
- Dora and Sec of State annual registration
- Boiler inspections
- Fireplace inspections
- Dryer vent cleaning

Capital projects completed included:

100 Building

- sto inspections and maintenance
- concrete deck repairs

Center Building

- Outdoor Hot tub and fence replacement
- Asphalt patching, crack seal and seal coat
- sto inspections and maintenance

200 / 300 Building

- Window replacements
- Exterior deck repairs and staining
- sto inspections and maintenance

Report Items; report items were discussed as follows:

300 building pests, racoon remediation; reports of pests in the 300 building were received (owners reported noises within walls/ ceiling). Pest control has been contacted and remediation is underway. It was noted that the “noises” have not been heard for two weeks.

100 Building roof replacement; The Board discussed 100 Building Roof Replacement. The existing 100 Building roofs are original and nearing 20 years old; replacement of the roofs is anticipated to be necessary within the next 5 years. Budget replacement cost estimates have been received. It was noted that overall, the 100 building reserves are underfunded and the need to improve the financial position in order to fund future projects exists. The financial position can be improved by way of increases to regular quarterly dues and / or special assessments. The Board would like 100 Building Owner input. A communication piece will be prepared and sent to 100 Building Owners inviting them to attend meeting in February 2019 to discuss and provide input.

## **VII. OLD BUSINESS**

The following Old Business items were discussed;

### *Center Building Improvements;*

“Phase 2” of improvements to the enter building consists of:

- Exterior hot tub replacement; this has been completed
- Exterior fence replacement; this has been completed
- Interior Bath and locker room; this portion of the project is pending and consists of:
  - Tile replacement
  - Wood work and door replacement
  - Bath stall replacement

Of bids received, BW Enterprises provided the most competitive proposal to complete the interior bath and locker room work. Upon discussion, Gerry moved to proceed with accepting the proposal from BW Enterprises, proceed with obtaining product selections (with assistance of “committee”) and to complete between April 1, 2019 and mid-May 2019; Don seconds and the motion passed. SRG will notify BW Enterprises that the proposal has been accepted, work with “committee” on product selection (tile/ tile color, door material (wood, steel, fiberglass), door hard ware (brushed nickel, bronze, etc.) and stain colors. As materials will be installed in a high humidity/ chlorine environment (due to pool and hot tub), materials selected will need to stand up to the environment. The “committee” will be asked to present material options to the Board at the February 2019 Board meeting for final selection. It was also noted that “shower pan” resurfacing will be investigated.

### *200/300 Front door replacement;*

Replacement of the 200/300 Building unit front doors was discussed. It was noted that a survey was sent to all 200/300 Building Owners. 8 Owners responded with interest in

replacing their unit front doors. 3 Owners stated that they were not interested. The Board discussed the following options to proceed:

- Allow Owners wishing to replace their unit front doors with the approved replacement door at their own individual expense
- Do Not allow individual Owners to replace their front doors
- Replace all unit front doors with a special assessment of all 200/300 Owners

The Board recognized that the front doors are original and some in need of replacement. The Board also recognized that a “uniform” exterior appearance is desired. It was noted that the front doors may carry a requirement to be “fire rated” and it did not appear that the door selected, priced, and sent out to Owners was a fire rated door. SRG will investigate the requirement to have a fire rated door and discuss at the February 2019 Board meeting.

### **VIII. NEW BUSINESS**

The following New Business item was discussed;

*Major projects 2019;*

The following items are slated projects for 2019:

100 Bldg.

- Sto inspect / repairs
- Deck concrete replace
- Stone repairs
- Fire Sprinkler system repairs

200/300 Bldg.

- Sto inspect / repairs
- Window replacements

Center Bldg.

- Sto inspect / repairs
- Tile woodwork replacement

### **IX. NEXT MEETING**

The next meeting will be held in February 2019. SRG will poll the Board to establish the date and time.

### **X. ADJOURNMENT**

With no further business the meeting adjourned at 7:34 pm.

Approved: \_\_\_\_\_ 2-15-19