

**CROSS CREEK CONDOMINIUM ASSOCIATION
ANNUAL OWNER MEETING
MAY 22, 2015**

I. CALL TO ORDER

Rob Luhrs called the meeting to order at 6:00 p.m.

II. PROOF OF NOTICE/ QUORUM/ INTRODUCTIONS

Notice of the meeting was sent to all Owners on April 22, 2015 via US mail.

With 6 units represented in person or via telephone and 5 by proxy, a quorum was reached.

The following units were represented in person:

- 105 – Board member Don Morrissey via telephone
- 202 – Board member Carol Horn via telephone
- 300 – Board member Don Crino via telephone
- 304 – Owner Mike and Jean Wells in person
- 308 – Board member Rob Luhrs in person
- 311 – Board member Bryce Hunt in person

The following units were represented by proxy"

- 100 – Max and Sharon Zweig, proxy to Bryce Hunt
- 200 – Gerald Frick, proxy to Rob Luhrs
- 206 – David Falk, proxy to Rob Luhrs
- 301 – Charles Winslow, proxy to Rob Luhrs
- 302 – Dan Winters, proxy to Rob Luhrs

Peter Schutz, Deb Borel, Mike Kellett and Jocelyn Banks were present on behalf of Summit Resort Group. Kevin Lovett joined the meeting at 7:00 pm.

Owners introduced themselves.

III. APPROVE PREVIOUS MEETING MINUTES

Don Crino made a motion to approve the minutes from the 2014 Annual Owner meeting with one correction. Carol seconded and the motion carried.

IV. PRESIDENT'S REPORT

President Rob Luhrs welcomed everyone to the meeting and thanked them for their attendance. Rob noted that the complex looked great and thanked Jocelyn and Kevin for their work at the complex. The remodeling of the pool and clubhouse area is a large Capital project that is on the horizon. All owners will be asked to provide input when this project gets underway. There are many aspects of the project that will need to be completed, to include the pool, hot tub and mechanicals. The dehumidifier will also need to be replaced.

V. FINANCIAL REVIEW

Peter Schutz presented the year to date financials as follows:

Year to Date, April 30, 2015 Financials

April 30, 2015 close financials report \$26,162 in the Alpine Operating account, \$18,073 in the Alpine 100 Building Reserve account, \$63,040 in the Alpine 200/300 Building Reserve and \$13,054 in the Alpine Center Building Reserve account. The Operating Painting funds report \$97.50 in 100 Building painting fund, \$1,496 in 200/300 Building painting fund and \$468 in the Center Building painting fund.

April 30, 2014 close financials report that the association is \$6,108 under budget in operating expenses.

The Owners and Management discussed major variances in each building.

2013-2014 200/300 and 100 Building Operating Account “true-up” transfers:

- The 100 Building Operating account closed \$2,628.85 under budget in 2013-2014 fiscal year expenses.
- The 200/300 Building Operating account closed \$1,027.39 over budget in 2013-2014 fiscal year expenses.
- Don Morrissey made a motion to ratify the following operating account “true up” action:
 - Transfer \$2,628.85 from the Operating account to the 100 Building Reserve account and bill the 200/300 Owners \$1,027.39.

Jean seconded and the motion carried.

The 2015-16 Operating budget will be presented to Board and discussed at the late summer Board meeting.

Rob Luhrs commented that the Reserve for the center building seems low. Peter Schutz reviewed the capital plan and agreed with Rob. The current plan does not indicate that the balance will increase in the near future.

Capital Planning

Capital plans for the 100 building, 200 & 300 building, and Center building were reviewed and are continually updated by the Board of Directors at Board meetings.

VI. MANAGING AGENT’S REPORT

Mike Kellett with SRG presented the following manager’s report:

Completed General Items

- Routine inspections/ tune ups of clubhouse boiler/ mechanical and fire systems
- Inspections of unit boilers in 2014
- Cleaned and inspected fire places and dryer vents in 2014
- Window washing was completed in 2014 and they will be washed again this summer.
- Inspection of Sto and deck railings

- Painting and repairs to entry wall
- Tree trimming on the Creekside of the 200/300 buildings
- LED light bulb transition
- Repairs to the bridge and new railing installed
- Roof inspections on all roofs complete as well as the needed repairs.
- Clubhouse deck railing repairs and shoring of both upper railings
- Exterior painting

Completed Center Building Boiler work

- Quarterly maintenance
- Center building water heater has been replaced (cost was expensed from Reserves and was \$2,800)
- Center building boiler pilot light assembly has been replaced.

Completed Pool / Hot Tub work

- Indoor hot tub – air blower and jet replaced
- Outdoor hot tub – topside controller replaced
- Outdoor pool cover replaced

VII. OLD BUSINESS

There were no Old Business items discussed.

VIII. NEW BUSINESS

- A. Projects 2015 – The Board and Management discussed the following major projects:
- a. 100 Building
 - i. Sto repairs allocation is \$4,000.
 - ii. Painting allocation is \$1,000
 - b. 200 / 300 Building
 - i. Sto repair allocation is \$5,000
 - ii. First floor deck replacement; the Board and Owners discussed the replacement of the 1st floor back decks. There is a \$30,000 budget allocation for 2015. Creative Housing Solutions has provided the most competitive proposal for composite materials. Overall, the first floor decks are in good condition. Rob Luhrs asked Owners if they felt that the decks on the 200/300 building middle levels needed to be replaced (the 3rd floor decks were replaced a few years back). Deck replacement will be discussed at the fall Board meeting.
 - iii. Gazebo Deck allocation is \$2,000 (this would be completed in conjunction with the 200/ 300 bldg unit back decks)
 - iv. Jean Wells (unit 304) asked if her deck size could be increased at the Owner's expense. SRG will look at all of the decks and take an inventory of sizes. This will be reported to the Board via email. SRG will review the governing documents to see if this would be

possible, as well as determine if there would be a permitting issue with the town.

c. Center Building

- i. Gutter / Heat tape allocation is \$1,000 – there will be a gutter and heat tape added in one area on the center building.
- ii. Sto allocation is \$500
- iii. Stone work allocation is \$1,200
- iv. Hot tub mechanicals allocation is \$1,200
- v. Hot tub cover allocation is \$750
- vi. Pool cover allocation is \$1,500
- vii. Recommended parts on hand for boilers allocation is \$2,550

B. Center Building Facility

The Board and Owners present discussed the future of the Center Building. The Center Building is an important amenity for the Cross Creek Association and is a 30 year facility. Significant repairs are eminent, simply due to age. Repairs that will need to take place over the next few years include the resurfacing of the hot tub and the pool. In addition, the outdoor hot tub will need to be replaced. The Center Building reserve plan was reviewed and the board and Owners agreed that the significant repairs would need to be funded by special assessment. The Board and Owners agreed that if the indoor hot tub and pool were to be resurfaced, and the outdoor hot tub replaced, that this would be the appropriate time for additional items to be addressed such as indoor pool area floor, tile replacement in the bathrooms and it was noted if the outdoor hot tub is to be replaced, the County would most likely require the exterior fence to be replaced and made up to code. Upon discussion, the Owners present supported the idea of the Center Building remodel funded by a special assessment. Pam Luhrs made a motion to hire a company at a cost not to exceed \$2K to obtain a plan for the remodel. Carol Horn seconded and the motion carried. SRG will work to obtain plans by fall. The plan will have three levels of proposals with rough estimates. In addition, ACA Denver Boiler investigated the Center Building mechanicals. The mechanical systems are overall in good condition, despite being original. It was noted that the boiler is working fine. It is old style, but functional and is reliable and parts are still available. The board approved the purchase of \$2,550 in parts to have on hand. This will save time in the event of necessary part replacement. The priority is new air handling / ventilation system for the pool area and this would be installed during the Center Building Remodel. Timing of a proposed major remodel and special assessment was discussed; phasing in the remodel (beginning in 2017) was discussed along with the idea to simply complete all in one year. The Owners were sensitive to the fact that with the major remodel, the clubhouse building would be “closed” for an extended period of time as the remodel took place.

C. Additional items:

- SRG will see that the brush between units 306 and 310 will be cleared.
- SRG will have the front parking lot side landings and stairs painted on the 200/ 300 buildings.

-SRG will see that the glass in a window in unit 304 will be replaced (seal blown).

- D. Audit - Jean Wells asked if an audit had recently been completed or if one was planned. The Board obtained audit cost estimates in the \$6k - \$8k range. Jean Wells expressed interest of serving on a committee if the Board determines that an audit is necessary. Carol will contact Linde Seebald to discuss further.

IX. BOARD OF DIRECTOR ELECTION

The Owners reviewed the current Board list. All of the current Board members are willing to serve another term. Daryl Craft will move from an alternate to an official member. Mike Wells made a motion to re-elect the slate. Pam Luhrs seconded and the motion carried.

X. NEXT MEETING DATE

The next Cross Creek Annual Owner Meeting will be held Friday May 27, 2016 at 6:00 pm.

XI. ADJOURNMENT

With no further business, the meeting was adjourned at 7:41 p.m.

Approved By: _____
Board Member Signature

Date: _____