

**CROSS CREEK CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
August 30, 2013**

I. CALL TO ORDER

The meeting was called to order at 6:05 p.m.

Board members Rob Luhrs, Don Morrissey and Don Crino attended in person. Art Blomberg, Bob Rappold, Carol Horn and Daryl Craft attended by telephone. Tim Nimmer was represented by proxy. A quorum was present.

Representing Summit Resort Group were Kevin Lovett and Jocelyn Banks.

II. OWNERS FORUM

No owners other than Board members were present.

III. APPROVE PREVIOUS MEETING MINUTES

The minutes of the May 24, 2013 meeting were reviewed. With one revision noted, Art Blomberg moved to approve and Carol Horn seconded; with all in favor, the motion carried.

IV. FINANCIAL REVIEW

SRG reported on Financials as follows:

Year to Date, July 31, 2013 Financials

July 31, 2013 close financials report \$9,001.17 in the Alpine Operating acct., \$19,032.51 in the Alpine 100 Bldg. Reserve Acct., \$43,746.69 in the Alpine 200/300 Building reserve and \$32,896.43 in the Alpine Ctr. Bldg. Reserve acct. The Operating Painting funds report \$2,472.92 in 100 bldg painting fund, \$18,751.96 in 200/300 painting fund and \$4,483.37 in the Center Bldg painting fund.

SRG reported that the "Due to's / Due From's" were nearly cleared up and zeroed out. Unit 207 has not paid the special assessment; once it is paid, the due to due from's will be cleared.

The P & L vs budget as of July 31, 2013 was reviewed.

General Operating account Areas of Major variance discussed included:

- 601 Professional Services \$1063 over
- 607 Misc Expenses \$3112 over
- 665 Trash removal \$1484 over
- 675 Grounds and Parking \$3899 over
- 677 General Bldg Maint \$1757 under
- 682 Pool and Hot tub Maint \$1527 over; overage due to:
 - sand filter repairs
 - new top side controls for outdoor tub
- 683 Pool and hot tub chemicals \$1394 over
- 684 Plumbing and heating center bldg \$1401 under

100 bldg Operating Variance: \$2296 under
200/300 bldg Operating Variance: \$1704 under

Upon review, the Board agreed to reclassify the hot tub major component expenses from operating account 682 to the center building reserve account.

A/R; accounts receivable was reviewed. Unit 207 is delinquent; a lien is currently in place on the unit.

Budget 2013-14- the proposed operating budget for 2013-14 was reviewed.

Revenues - overall increase to dues of 2.2% to 3.7% per unit.

Expenses – expense line item changes from 2012-13 fiscal to 2013-14 fiscal were reviewed as follows:

Sq Ft expense line items:

- 602 Accounting - \$70 increase to cover tax prep expenses
- 604 Filing fees - \$20 increase for annual RE Commission filing fees
- 621 Insurance - \$1804 increase, current premium plus allowance for 8% inc in a April
- 665 Trash removal - \$816 increase, per actuals
- 675 Grounds and parking maint - \$1375 increase, per historic costs. Allow for flowers and beetle blockers (trees)
- 678 Ctr Bldg gas - \$78 increase
- 683 Hot tub Chemicals - \$900 increase, move in line with historical actuals

Per unit expense line items:

- 614 High speed internet - \$822 annual increase
- 663 Cable Tv - \$450 annual increase

Total General Operating expense increase = \$6335

100 bldg operating - no change

200/300 bldg operating - no change

Upon review, Don Crino moved to approve the proposed operating budget for presentation to the Owners; Don Morrissey seconds and the motion passed. SRG will prepare the annual budget letter and send the letter along with budget to Owners.

SRG will investigate the telephone service expense account to see if there is opportunity for savings.

The Board discussed percentage of each expense category (operating “per sq. ft.” vs. “per unit” expense line items) that each unit pays into as well as the portion of dues paid that goes to the individual reserve accounts. The Board agreed to review the list of expenses to determine if there should be consideration of operating line item expense category changes (per sq. ft. and per unit) within the realm of what is stated in the Governing Documents. Upon further discussion, it was noted that the expense percentages amongst units seemed in line and fair.

Operating account end of fiscal year true up

SRG and the Board discussed truing up the 100 and 200/300 building operating accounts at the end of the fiscal year. SRG will email the Board after September close with 100 and 200/300 building operating account expense vs. revenue info. Options reviewed on how to handle any surplus included refunding to owners, applying to the following year's dues and transferring to reserves. The Board supported transferring any 100 or 200/300 building operating account surplus to their particular reserve account. The decision would be ratified by owners at the annual owner meeting. In the instance of individual 100 or 200/300 building operating account deficit, the Board will look to an additional expense billing to owners to correct the deficit.

Reserves and Painting account funds

The Board reviewed the Reserve fund and plans and Painting funds for 2013-14. Contributions for 2013-14 to Reserve funds are:

Center bldg \$9996

100 bldg \$4972 ; it was noted, that this is an increase over previous years contribution of \$4560)

200/300 bldg \$24,996

Painting fund contributions for 2013-14 are \$0. When the next major painting cycle fiscal year begins, dues monies collected will be reallocated to collect ample funds in the painting operating accounts.

V. MANAGING AGENTS REPORT

SRG presented the following managers reports:

Complete Items

- Pool and Hot tub resurface; SRG noted that Kaupus water is redoing both the pool and hot tub surfaces as they have already begun to fail; Kaupus believes improper installation. This is a warranty claim with no cost to Cross Creek.
- Hot tub deck surface rubber coating application
- Exterior painting 200/300, Clubhouse, 100 bldg touch up
- Asphalt repairs, front of 300 bldg
- Deck, deck railing inspection, minor maintenance repairs. Clubhouse railing shoring. SRG will investigate complete replacement of the clubhouse deck railing.
- Sto inspection – report presented; no major repairs and this year's caulking maintenance complete
- Floor sealing and cleaning in clubhouse
- Exercise equipment serviced (maintenance)

Report / Discussion items

-100 bldg roof maintenance agreement. The board reviewed results of the roof maintenance agreement as follows:

100- supports discontinuation

101- supports discontinuation

105- supports discontinuation

106 - supports discontinuation

Upon review, Don Crino moved to discontinue the annual roof maintenance agreement and Don Morrissey seconds; with majority in favor the motion passed. It was noted that Lindee abstained.

-Roof inspection – the 200/300 and clubhouse roofs have been inspected; reports are pending

-Unit Boiler Room inspections- pending, planned to take place very soon

-Window washing; upon discussion, Don Crino moved to complete the exterior window cleaning. Don Morrissey seconds and the motion passed.

-Pool table re- felt – The Board agreed to “re-felt” the pool table.

VI. RATIFY BOARD ACTIONS VIA EMAIL

There were no actions via email to ratify

VII. OLD BUSINESS

Internet – Members of the Board reported poor service in a few areas and reported that the internet signal is not allowing Net Flix nor X Box usage. Reports of waxing and waning were discussed. SRG will investigate with Resort Internet and explore Comcast bulk internet option and cancellation of Resort Internet.

VIII. NEW BUSINESS

There was no New Business.

IX. NEXT MEETING

The next Board meeting will take place in January 2014. SRG will poll Board members for dates in December.

X. ADJOURNMENT

With no further business the meeting adjourned at 8:00 pm

Approved By: _____
Board Member Signature

Date: _____