

## **Meeting of Chateau Acadian Board of Directors**

Summit Resort Group

February 2, 2018

1:00 pm

### **I. Call to Order**

The meeting was called to order at 1:01 pm. Roger Campbell was present in person. Sandy Sales, Russ Bean, Kate Schulte, Ed Eitzen, Bob Lagneaux, and Jim Durning were present via teleconference. Representing Summit Resort Group was Kevin Lovett, Katie Kuhn, and Bernie Romero.

### **II. Owners Forum**

Werner and Isolde Haas from unit 103 attended the meeting in person.

### **III. Approval of the November 3, 2017 Board Meeting Minutes**

The minutes of the November 3, 2017 board meeting were reviewed. Sandy moved to approve the minutes as amended. Roger seconded and the motion carried.

### **IV. Financial Report**

Katie reported on the yearend financials as follows:

- I. December 31, 2017 close financials report that we have \$8,946.41 in Operating, \$66,277 in the Reserve Account and \$25,292 in Centennial Reserve CD and \$25,408 in Alpine Reserve CD.
- II. December 31, 2017 Profit and Loss reports \$121,654 of actual expenditures vs. \$118,759 of budgeted expenditures which is unfavorable to budget by \$2,894 (2.4%). Key areas of variance were:
  - ❑ 530 Electric - \$1,202 under
  - ❑ 540 Trash Removal - \$1,223 over
  - ❑ 555 Water - \$1,851 under
  - ❑ 570 Snow Removal - \$1,261 over
  - ❑ 572 Roof Snow Removal - \$2,100 over
  - ❑ 580 Repair and Maintenance - \$1,284 under
  - ❑ 590 Landscaping - \$2,751 over due to tree spraying and deep root feeding

### **V. Managing Agents Report**

#### Completed items

- Annual backflow testing
- Ski locker signs installed
- Door replaced due to vandalism (Unit 111 paid \$500, damage was caused by their guests)
- Irrigation winterized
- Parking boots and signs purchased
- Roof maintenance completed
- Fire place sweeping and inspections

#### Pending Items

- Bids for hot tub replacement/renovation

### **VI. Old Business**

- Roof replacement and funding was discussed in depth. Turner Morris provided a budgetary letter, stating that roof replacement would cost approximately \$256,101 and that a shingle roof can be expected to last about 20 years in Summit County. The roof was last

replaced in 2001, putting the 20-year life at 2021. Turner Morris also recommends doing sidewall work with the roof installation for an additional \$85,228. With proper maintenance, the Board hopes to extend the roof's life to 2025, but will reevaluate annually and adjust as necessary.

With the roof replacement and sidewall work in the capital plan for 2025, Chateau Acadian would have a \$347,035 shortfall. Sandy and Kevin explained that the Reserves are funded only for regular maintenance such as painting, hot tubs, and building repairs. There is currently no funding in the capital plan for roofs. The board asked SRG to get a second budget letter and opinion on the sidewall work, and to put "Roof Discussion" on the Annual Meeting Agenda.

Roger noted that some homeowners have told him that they would not be able to afford a large assessment for the hot tub replacement and the roof. Once hot tub bids come in, the Board will survey owners regarding how to fund the project.

## **VII. New Business**

- One hot tub is currently out of service and needs about \$1,500 worth of repairs. Bernie believes that we can keep the other tub up and running until the replacement project this summer, especially if we can use the other tub for parts. The Board unanimously decided to not repair the broken tub in anticipation of the major renovation this year.
- Several renters in A building have requested two parking spaces, instead of two permits. Kevin explained that their leases end in April, and that we are trying to get through the next couple months before they move out. The Board reviewed the number of parking spaces and rules, and determined that there isn't space to allow for additional renter permits. SRG will let the renters know.
- There have been issues with many rental units this year, mainly in regards to parking and pets. Roger emphasized the importance of enforcing rules all the time, even during the week. SRG said that owners are encouraged to report violations so that they can follow up and issue notices to the owners. SRG has done numerous inspections of their rental units this season and issued violation notices to those who were found out of compliance with Chateau Acadian rules. SRG will also be updating their leases to be more specific regarding parking and other rules, and consequences for breaking them. The Board asked SRG to send a reminder to owners and tenants, specifically to always leash dogs and pick up after them, and follow the parking rules.
- Rental surcharges have been billed to units 101, 102, 104, 106, 107, 110, 111, 112, 113 for November through April.
- 2018 projects were reviewed as follows:
  - Roof and heat tape repairs - \$4,000
  - Interior painting
  - Lobby and stairs - \$3,000
  - Owner's lounge - \$2,000 (Sandy noted that she'd be willing to paint the Owner's Lounge if the HOA provided the paint)
  - Hot tub area - \$1,000
  - Exterior painting
  - Highway side - \$18,000
  - Tally Ho Ct. side - \$4,000
  - Stucco repairs \$5,000
  - Asphalt sealcoat - \$4,000

- Hot tub renovation - \$50,000 – SRG has requested bids from 6 different contractors and is waiting to receive estimates. They will forward to the Board once received for review.
- An annual management company fee disclosure was reviewed along with the Conflict of Interest Policy.
- Werner and Isolde Haas mentioned that the asphalt in front of their unit becomes very icy in the winter. SRG will look into repair options to direct water away from the walkway.
- SRG was asked to order new unit signs for the reserved parking spaces for each unit.

**VIII. Next Meeting Date**

The next board meeting will be April 6<sup>th</sup> at noon.

**IX. Adjournment**

With no further business, at 2:17 pm, the meeting was adjourned.

Approved By: \_\_\_\_\_

Board Member Signature

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