



August 12, 2014

Memorandum to Lodge at Riverbend Homeowners

Re: 2014 Annual Meeting Minutes

Dear Lodge at Riverbend Owner,

Thank you to all owners who were able to attend the 2014 annual meeting. The meeting was very productive. Also, a huge thank you to the owners who helped out with the property work after the meeting.

**Management Company Transition Complete**

The transition to Summit Resort Group is complete and went smoothly.

**Deck Railing Staining**

In an effort to keep the complex looking great, the Board is requiring that all owners keep their deck railings stained. The following quotes are from Summit Color Service for the work. There are three different options that may be used for staining. The first is more expensive, but will last longer and require less maintenance. The second option is for staining only. The staining must be complete by October 15, 2014. Work may be scheduled by calling Summit Color Service directly at (970) 426-8251.

- i. \$7 per linear foot to complete the following process:
  1. Sand railing to raw
  2. Stain one time, then stain again
  3. Wipe down to remove excess
  4. Coat to finish
  5. After dry (8 hours), use steel wool to finish so that it accepts the next coat
  6. Repeat steps 4 & 5
  7. Repeat steps 4 & 5
  8. Coat of past wax (heavy)
  9. After dry, rub to sheen
  10. Done
- ii. \$3 per linear foot to power wash and stain only
- iii. Stain your own deck railing and let SRG know once it is completed. If not completed by October 15, association will have the work complete and the owner will be re-billed.

**2014 Annual Meeting Minutes**

Please see the attached draft of the minutes from the 2014 Annual Owner Meeting. They will be approved at the 2015 Annual Meeting, which will be held on Saturday, August 1, 2015.

Please contact Deb Borel at 970-468-9137 should you have any questions.

Thank you,

Summit Resort Group  
Lodge at Riverbend Board of Directors

Draft pending approval at 2015 Annual owner meeting

**Lodge at Riverbend Homeowners Association**

**2014 Annual Meeting of the Owners**

Minutes of the annual owners meeting of the Lodge at Riverbend Homeowners Association (LRB), held Saturday August 2, 2014, at 9:00 a.m.

**Attendance:**

Gerri Walsh (Treasurer) & Doug Knisley (106)  
Jill Meola (202) - Secretary  
Jeff Ogren (104) via phone (President)  
Betty & Walt Boehnke (207)  
Jim Polsfut (102)  
Penny & Dennis Longhofer (108)  
Joy Warnick (107)  
Brian Burrell (105)  
Patrick & Bridget Ward (201)

**Owners represented by Proxy:**

Willam Andrea (209) proxy to Dan Trubert  
Kris and Judy Kaltenbacher (103) proxy to Jeff Ogren  
Carol Hoppe (203) proxy to Jeff Ogren  
Dan Turbert (206) proxy to Joy Warnick

**Representing Summit Resort Group (SRG):**

Peter Shultz – Owner  
Deb Borel – Property Administrator  
Jonathan Dunn – Site Manager  
Jocelyn Banks – Back up Site Manager (Wed and Thursday only)

**Call to Order Owners Forum**

Deb Borel called the meeting to order at 9:00 A.M. Notice of the meeting was mailed to the owners on July 9 2014. There were introductions of all present.

**Approval of Minutes**

Resolution: Upon Motion made by Joy Warnick, duly seconded by Gerri Walsh and passed unanimously, the minutes of the July 27, 2013, Annual meeting were approved as amended.

## **Financial Report**

Deb Borel reviewed financials and there were no questions from owners. The Balance Sheet as of June 30, 2014 listed Total Assets of \$114,348.52 and Total Liabilities of \$5,992.12. Total Member Equity is \$108,356.40. The income Statement Year to Date shows a net operating profit of \$560.99 versus a budgeted profit of \$576.

Reviewed proposed 2014-15 operation budget; outlined vendor increases, added landscaping line item in the amount of \$300 for flower bed. There is no dues increase proposed.

Jim Polsfut (102) requested a comparison to last year's annual financials. SRG stated that it would be posted to website the following week.

Penny & Dennis Longhofer (108) Thanked Betty Boehnke for past president work. The rest of the owners also thanked her.

Resolution: Upon motion made to ratify 2013/2014 budget by Jim Polsfut (102), duly seconded by Doug Knisley (106), and passed unanimously.

## **Officer Report**

- The transition to Summit Resort Group has been very smooth and has resulted in much better service already.
- Boiler motor failed in October. Replacement failed early summer, a temporary fix got it working again in a few hours. Part was under warranty and was replaced at no cost.
- Sump pump in elevator was replaced. It lasted 10 years and was not a commercial pump. New pump is a commercial pump.
- Water was leaking under foundation winter before last and into garage so a pond liner was installed late last year to correct problem. It corrected the issue as there was no leakage this winter.
- Minor roof repairs were completed.
- Owners were reminded to be mindful of utility usage (water, gas and electric) to help keep expenses down.
- Gutter extensions were installed to keep water away from foundation. Two scupper catches were not installed high enough. Contractor was not paid since work wasn't completed satisfactorily.
- Hot tub cover failed and was replaced. Need to push rod into sleeve at red button to close it. Water from hot tub area leaked onto front porch during winter. When the floor was repaired over a year ago, hot tub wasn't raised which is the reason it leaked. Will need to redo it.
- Lighting ballasts were replaced in garage and exit and emergency lights that failed were replaced.

- New 5 year Comcast contract was signed early this year. Wi-Fi was added at a cost of \$10 per month per unit. Budget ratification final vote was 14 in favor, 2 opposed. One owner did not vote.
- Due to the significant amount of snow on the roof, the board decided to have snow removed from the roof in the early spring to avoid any structural and liability issues.
- The board thanks Joy Warnick for her work in the beautiful garden in the back and the Longhofers for sanding, staining and sealing the Adirondack chairs in the front and the bench out by the Creek.

The board expressed their appreciation to Jeff Ogren for his 3 years of board service, including being the President for almost a year and spearheading the change in management.

### **Managing Agent's Report**

SRG – Overview of transitioned items and completed items since SRG took over.

Peter Shultz mentioned that LRB should continue to receive good insurance renewals due to the great relationship SRG has with them along with a better claims history than other property management companies in the area.

Betty Boehnke (207) inquired about contacting SRG directly or if owners should contact the board. It was determined that all owner inquiries should be directed to SRG. If an owner is not getting a response from SRG, that owner may reach out to the board, but to be sure to include all board members. Phone number for SRG (970) 468 9137 and website [www.srghoa.com](http://www.srghoa.com) access code for password protected items is "LRB77"

### **Old Business**

Gerri Walsh (106) – mentioned that prior board approved moving the outdoor assigned parking spot for unit 106 in October 2013 and they would be placing a sign in front of one of the spots next to the ramp.

Penny Longhofer (108) – suggested a parking spot out back for Jeff Ogren (104), who does not have an assigned spot.

Resolution: upon motion made by Penny Longhofer (108), duly seconded by Joy Warnick (107) and passed unanimously.

### **New Business**

Betty Boehnke (207) – requested we look into garage spot 207 as it feels wet.

Inquiry was made to make sure no Wildernest information is on property and if so it will be removed by SRG.

Request for new sign to be placed in elevator for emergency contact information.

Joy Warnick (107) provided update on the Creek HOA:

- 1) We went over budget this year due to snow removal
- 2) Road will be re-sealed for cracks only in 2015 (LBR will request a quote from the company providing the re-seal for our parking lot)
- 3) Creek is no longer responsible for snow removal from commercial parking lot to Main Street thanks to Joy's hard work in researching and pleading with the town council.
- 4) Proxies will be needed for Creek meeting in August. SRG will post on website and email out to owners

Enhancements to parking garage: Request to fill in Garage Arches discussion started by Longhofer's (garage door, enclose arches, raise arch in big window in front) – SRG will request suggestions and estimated costs from Armando. Owners expressed concerns about reduced airflow, increased fan noise if garage was enclosed.

Betty Boehnke (207) inquired about compliance to house bill 1237. Betty requested better communication. Betty had concern of lack of communication on board actions in the past. Deb said SRG will post all board decisions made outside of meetings in next board meeting update. Suggestion was made to post board decisions pending approval to the website and then have them removed once they are listed in approved minutes. All email decisions will be posted.

### **Election of Officers**

Jeff will not be running again for officer of LRB

Joy Warnick (107) suggested someone from Longhofers family. Dennis volunteered.

Resolution: upon motion made by Joy Warnick (107), duly seconded Doug Knisley (106), and passed unanimously, the owners approved electing Dennis to the Board for 3 year term.

### **Next Annual Meeting Date**

August 1<sup>st</sup> 2015 at 9:00 A.M.

### **Adjournment**

Meeting was adjourned at 10:19 A.M.