

**PROSPECT POINT TOWNHOMES ASSOCIATION
ANNUAL HOMEOWNER MEETING**

**August 2, 2008
Frisco, Colorado**

I. CALL TO ORDER

The meeting was called to order by Malcolm Orton at 9:15 a.m.

Board members in attendance were:

| | |
|--|-----------------------------------|
| Malcolm Orton, President, 1508D/1518A | Bob Roggow, Vice President, 1508C |
| Diane Gordon, Director, 1514B | George Day, Director, 1502B |
| Carol Bartoletti, Secretary/Treasurer, 1510A | |

Homeowners in attendance were:

| | |
|----------------------------|--------------------------|
| Kevin Rodden, 1502A | John Shreves, 1504B |
| Jim and Ann Johnson, 1504C | Eric Eckberg, 1508A |
| Diane Roggow, 1508C | Janet Orton, 1508D/1518A |
| Irvin Bartoletti, 1510A | George Gordon, 1514B |
| Paul and Sue Olstad, 1514C | Frank Burger, 1516B |
| Bob Weinschenk, 1522A | David Perez, 1522B |

Representing Summit Resort Group were Peter Schutz, Kevin Lovett and Chris Trettle. Erika Krainz of Summit Management Resources was recording secretary.

II. PROOF OF NOTICE AND QUORUM

Notice was sent in accordance with the Bylaws. With fourteen units represented in person and eight proxies received, a quorum was reached.

III. APPROVE PREVIOUS MEETING MINUTES

George Gordon made a motion to approve the minutes of the August 18, 2007 Annual Meeting as presented. Diane Roggow seconded and the motion carried.

IV. PRESIDENT'S REPORT

Malcolm Orton expressed appreciation to the owners and the management team.

V. FINANCIAL REPORT

A. Financial Status as of June 30, 2008

As of June 30, 2008 the Association had \$11,532 in the Operating account, \$9,216 in the Alpine Bank Liquid T-Bill and \$48,450 in the Reserve account. Overall, the Association was \$1,619 under budget in operating expenses.

B. 2008/2009 Proposed Operating Budget

Kevin Lovett presented the proposed 2008/2009 Operating Budget. It does not include any change to the operating dues. The \$5,000 savings in the insurance

premium has been reallocated for snow removal. The insurance deductible was increased from \$1,000 to \$5,000.

David Perez made a motion to approve the 2008/2009 Proposed Operating Budget as presented. Ann Johnson seconded and the motion carried.

C. Capital Reserve Funding

Kevin Lovett provided four different versions of funding levels for the Reserve with increases ranging from \$10 - \$40/unit/month. At the current funding level, the balance is projected to be negative in 2015 due to roof replacement. Peter Schutz emphasized that a healthy balance sheet and Reserve fund help preserve the value of the complex. A \$40/unit/month increase would eliminate the projected negative balance. Malcolm Orton explained that in the past the Reserve contribution has been billed once annually in a separate invoice to keep the monthly dues level low. Malcolm said the Board was recommending a \$20/unit/month Reserve contribution increase, to be paid in one lump sum of \$240 at the beginning of the fiscal year.

Other major upcoming projects include siding, gutters, stair replacement, signage, asphalt and concrete.

David Perez made a motion to accept the Board proposal of a one time \$240 assessment for the Reserve Fund contribution in November 2008. Frank Burger seconded and the motion carried

VI. MANAGING AGENT'S REPORT

A. Completed Projects

1. New signage was installed.
2. Entryway repairs were completed.
3. Preventative pine beetle spraying was completed. There are some dead trees by 1508 that need to be removed.
4. Asphalt crack sealing was completed.
5. Landscaping cleanup and improvements were done.

B. Report Items

1. Vole remediation is ongoing. It is done the last week of every month.
2. Gutters were installed on several buildings. The final phase on the back side of Buildings 1502, 1504 and 1506 is still to be completed.
3. Repairs were made to the siding for woodpecker damage.
4. Dead tree cutting/removal on Denver Water Board property is pending.

C. Discussion Items

1. Proactive snow scraping and push backs in planned storage areas will be continued with increased on site Manager supervision.

2. The snow removal contract will be put out to bid this year.
3. Management will tour the property with the new snow removal contractor before the snow falls to familiarize him with landscaping, etc.

VII. OWNER FORUM

A. *Owner Comments*

1. Frank Burger suggested asking the painting contractor to replace missing siding nails as needed with ribbed nails that will hold. He said there was also loose siding on the back of his unit against the concrete.
2. Dead tree removal is \$200 – 300 for one tree or \$100/each for multiple trees.
3. An owner commented that some decks needed to be stained. They have been on the same schedule as the siding. The Board will look at establishing a more frequent schedule for deck staining.
4. The irrigation pipe by 1522 should be extended so the flowers can be watered.
5. An owner suggested switching the type of fertilizer. Sally Willis had agreed to research alternatives.
6. Eric Eckberg said the sprinkler was irrigating behind his building but the area was not being maintained. It should be maintained or the sprinkler shut off. Kevin Lovett said it would be added to the maintenance schedule.
7. An owner commented that the area behind his building was too wet and moss was growing. Some sprinklers are watering the asphalt not the grass.
8. An owner said the heat tape breaker in his unit shuts off every couple of days.

B. *Sound Barriers*

A letter was written to CDOT and this request is on their list.

C. *Recycle Bins*

Six bins are in place on the property. The Board may consider adding gates on the front (\$1,000/set) or building an additional shed enclosure on the side for all the bins. Diane Gordon suggested sending a notice to all owners reminding them of the recycling rules.

D. *Board and Management Recognition*

Diane Gordon recognized the current and previous Boards and management for taking care of the property for the past ten years.

E. *Parking*

Kevin Lovett was asked to review the towing policy. Vehicle owners are given a verbal warning or a sticker warning before towing. Overflow parking is designated with signs. There is no parking around the ponds. Kevin will prepare a list of Rules and Regulations for posting in all rental units.

F. Insurance

Peter Schutz reminded owners that they should have individual coverage for the \$5,000 Association policy deductible. Kevin Lovett provided a memo that owners can bring to their individual insurance agents.

VIII. NEW BUSINESS

A. Insurance Policy Deductible Responsibility

The Board previously adopted a Resolution to clarify the handling of insurance deductibles. A copy was provided in the meeting packet.

B. Open House Tour

Malcolm Orton said he would like an owner to coordinate an open house tour after next year's Annual Meeting so owners can see what types of improvements have been made in other units. Ann Johnson volunteered to organize this effort.

IX. ELECTION OF DIRECTORS

The terms of George Day and Bob Roggow expired this year and both indicated their willingness to serve again. Ann Johnson volunteered to serve. Nominations were closed. Diane Gordon made a motion to re-elect the two incumbents and to elect Ann Johnson by acclamation for two year terms. Diane Roggow seconded and the motion carried.

X. SET NEXT MEETING DATE

The next Annual Meeting was set for Saturday, August 1, 2009 at 9:00 a.m.

XI. ADJOURNMENT

With no further business, the meeting was adjourned at 10:30 a.m.

Approved By: _____

Board Member Signature

Date: _____