

**THE POINTE AT LAKE DILLON
SEMI-ANNUAL HOA MEETING
DECEMBER 17, 2011**

MINUTES

1. **Called to Order.** The meeting was called to order at 4:05 p.m. by President Mike Gradassi.

2. **Attendance and Quorum.**
 - A. 9 owners representing 7 units were in attendance either in person or via conference call. In addition 7 proxies were received (attendance sheets and proxies are on file with the original minutes).

A quorum was established.

 - B. Representing Mountain Managers was Phil Wells.

3. **Approval of Minutes from the 6/24/11 Semi-Annual HOA Meeting.** A motion was made, seconded, and passed to approve the minutes as written.

Mike Gradassi noted that there was no dues increase this year. More money will be diverted into the operating account and less to reserves to balance the budget. The MCR (reserves) is being adjusted and changes have been made that will be discussed later in the meeting.

All owners were reminded that Association information is available on the website. To access, go to mountainmanagers.com, click on HOA Management at the top of the page and select "Homeowner" from the drop down menu. The homeowner access code is pt22 (case sensitive).

3. **Repair and Maintenance Report.** Phil reviewed the report covering the period of 6/11 through 11/11 and a few items were discussed.
 - A. It was noted that all units are keyed to the master key system but it has since been found that there are again a couple of units that have been taken off master. Mountain Managers is following up on these.

 - B. There were some problems with the phone lines for the fire alarm system and these have been resolved by Apex Security.

 - C. Missing or damaged shingles were replaced/repared by Turner Morris during the annual roof inspection.

 - D. Building 104: Installed heat tape, gutters and downspouts on upper front left and right; lower front left and right; additional heat tape for existing gutter and downspout. The area between C & D was very bad and the gutters were re-done.

 - E. Owners noted that the landscapers did a good job pruning trees and shrubs, removing weeds, etc.

 - F. The flat roof on 104B was replaced with a Duro-Last roof system. The roofers noted that the other 3 flat roofs should also be done soon.

- G. Rear decks were replaced on building 103. 10% of the payment has been withheld since the 2nd staining has not yet been completed. All decks are scheduled for staining this summer and these can be done at the same time. It was explained that 3 support posts broke off at the ground and had to be replaced. The new posts were wrapped in waterproof material before installing. Some of the top rails terminate into the glass window. Mountain Managers will follow up with the contractor and have these fixed.
- H. There was a question on shingle damage due to high winds. All of Mountain Managers' properties were checked from the ground following the heavy wind. There was actually very little damage done to Frisco properties (some shingles blew off); there was considerably more damage to complexes in Breckenridge and Wildernest. When the next annual roof inspection is done, shingles will be checked to see if any damage was done due to lifting (wind) which could cause cracks.

5. **Financial Report.**

- A. November financials were reviewed along with year-to-date numbers.

On the income side, dues are on budget. On the expense side, under budget items included utilities, trash, and grounds. Over budget items included repair and maintenance, snow removal, heavy equipment snow removal, roof snow removal, and fire sprinkler maintenance. Overall, the HOA was \$2,220 over budget on expenses year-to-date which is only about 2.5%.

The balance in the operational checking account was \$1,351.97 and the money market account balance was \$11,880.87.

There were a couple of delinquencies noted and collection is being pursued.

- B. 2012 Budget

Income is based on the current dues structure (no dues increase).

Expenses are based on actuals and include any anticipated increases. An explanation is shown for each line item stating how the budget numbers were calculated. Total expenses are expected to be \$1,823 higher than 2011. \$28,465 is the expected reserve contribution – reduced from the 2011 amount of \$33,000 to balance the budget with no dues increase. Since 2008, expenses have increased about 12% which equates to less than 2.5% per year (at or just below inflation).

Dues amounts were discussed at the Board meeting. Based on an average of 1,600 square feet per unit, owners are paying \$.25 per square foot. This is very comparable to other complexes with no amenities. For a small complex, The Pointe is doing pretty well at holding dues down.

It was noted that at one time, the HOA had no monies going into reserves. More recent HOA Boards were instrumental in getting that reversed. It's important to build reserves to avoid heavy assessments. The Pointe is very well maintained and continues to look great. The Board feels that transparency is important and owners should be aware of what their money is being spent on. Mike will be happy to answer any owner questions at any time.

- C. MCR: Mike explained the format and noted that expenditures have been revised and some items moved. Replacing all asphalt was scheduled for 2018 (\$65,356). \$10,000-\$12,000 was budgeted for patching, crack filling, and seal coating prior to total replacement of asphalt. The asphalt has deteriorated to a very bad state and drainage is a major issue. The Board resolved to move replacement forward from 2018 to 2014. The road base under the asphalt has eroded and water has gotten in. Patching will no longer work. All asphalt will need to be ripped up and the road base re-done. Drainage issues will be corrected at the same time. Crack filling will continue to be done to prevent additional pot holes but seal coating will not. Limited patching will be done in the worst areas. The HOA should be able to save about \$10,000 with the reduced maintenance. The regular maintenance schedule will be resumed following replacement of the asphalt. The contractor will be consulted as to when seal coating should resume. Crack filling will still be needed but with new asphalt, this should not be extensive.

The current bid for replacing all asphalt is \$65,356. This may change in 2½ years but it should be close. Funding for this is still in the planning stage but a portion may have to come from a special assessment. Once this is finalized, owners will be notified so they have plenty of time to plan. It is expected that the assessment will be about one half of the total amount (approximately \$1,500 per unit). It's not feasible to fund the reserves at 100% to cover all capital projects. The HOA would need to have \$250,000 in the bank in order to be 100% funded. This is not feasible especially since interest rates are practically non-existent and no return could be expected.

When the asphalt is done, the dumpster enclosure will be addressed at the same time. It will be moved to the right to facilitate driveway access for 103A. A new concrete pad will need to be poured and the asphalt will be put in around the new pad. Location of the dumpster enclosure was discussed. It cannot be pushed into the berm since that property does not belong to The Point. The enclosure will be re-built but will not be totally enclosed. Design options will be looked at. Questions were asked on whether it would be possible to get a dumpster that opens from the side as well as from the top. This may not be possible, but options will be explored to make dumpster usage easier. The MCR is being adjusted to complete the dumpster enclosure work in 2014.

Garage door replacement is slated for 2018 (\$42,000). The plan is to look at the doors this spring and determine if doors actually need to be replaced or if just the bottom panels are deteriorating. It may be possible to take off the rubber seal, apply a clear coat sealant, and install new rubber seals. This could minimize deterioration and hopefully allow door replacement to be deferred for quite a while. If necessary, it may also be possible to replace bad bottom panels if panels are available for these doors. The HOA is responsible for the garage door but the actuator is the owner's responsibility.

One owner noted that when notices are posted on garage doors, the tape takes off chunks of shellac. It was suggested that any notices be taped to the glass instead on the door. It was also suggested that other options be explored for posting notices. Some complexes have central bulletin boards but not everyone will look to see if a notice has been posted. It may be possible to install a clip on each garage door for notices or to use a rubber band to attach notices to the handle. Mountain Managers will look into options.

Landscaping was discussed. A walk through with the fire marshal was done on 12/16. There are some trees that should come down because they are too close to buildings and could enhance fire progression. There are 2 trees by the corner of 104 that will be coming down and trees behind the deck of Phillip's unit will have to go. There is also a lot of trimming that must be done. You don't just look at the trunk of the tree but at the canopy as well. Other trees may need to be removed as well but this will be looked at again after all the trimming is done. The fire marshal will come back and work with the HOA on what needs to be done. The trees that are an obvious fire danger will be taken down first. Phillip volunteered to trim all trees and mark those that he feels should be taken down. Everyone can then take a look and agree or disagree before a final decision was made. It was noted that if the fire marshal says a tree must come down and it isn't done, insurance may not cover if there is a fire.

Mike noted that the Comcast agreement will come up for renewal in November of 2012. 60 days notice must be given if the agreement is not going to be renewed. The cost to the HOA for cable is \$10,000 to \$11,000 per year and this is the only amenity provided. Canceling the Comcast agreement would save some money and allow the reserve contribution to be increased to the previous level. The alternative would be for each owner to contract for cable on their own. Owners could also elect to go to a dish service. The HOA cannot prohibit the installation of a satellite dish but it can dictate where the dish is placed. Installing a dish would be considered an exterior modification and would require Board approval. No decision needs to be made now. There is plenty of time to do some research. This will be an agenda item at the next HOA meeting (June).

There was a question on flat roof replacement. This is not visible on the MCR (too far out) but will be moved up as discussed earlier. The Duro-Last system that's being put in is much better, will last longer, and has a longer guarantee as well.

6. **Additional Old / New Business.**

- A. Replacement of exterior light fixtures has been looked at. This is something that will be considered in the future but not at this time. New fixtures will need to be "dark sky" and high quality which will enhance the appearance of the buildings. The lights have been surveyed and there are 114 exterior light fixtures. Options are being looked at and suggestions are welcome. Fixtures will cost \$75 to \$100 each, not including take down/installation. The HOA is looking at about \$8,000 just for the fixtures and at least \$10,000 total, including removal of the old and installation of the new.
- B. Landscaping was talked about including covering up utility boxes and additional rocks in the drainage area. Adding rocks may not be the answer since the snow plows always manage to displace rocks. It was suggested that the landscaping committee come up with a plan of possible landscape items and present this to the Board. Numbers can be plugged into the budget once a plan is made. It was also noted that the Morning Star Circle sign is leaning.
- C. The junction of Dillon Dam Road and Beaver Lodge Road is very dark and really needs a street light. This will require tax paying owners to call the Town (Public Works). There may be reasons why a street light cannot be installed and this will be apparent after a call or two. If no reason is given, repeated calls may be necessary.

- D. The Pointe has benefited from Prospect Point's baiting of rock squirrels in the past. Would it be possible to add on to their treatment? Squirrels were sighted again last summer. Mountain Managers does not know who manages Prospect Point. In this competitive business, there isn't too much cooperation or sharing of information.
- E. There are no landscape plans for the middle island (Xeriscape, etc.). Mountain Managers had previously obtained a bid from a landscape architect but this was not pursued. It can be looked at again. Even native plants will need watering for the first couple of years. At this altitude, plant selection is limited and it might be better to use more rock than grass/plants. It was noted that there were hoses/timers that were not hooked up during the summer. If owners notice items like this, they are asked to contact Mountain Managers so corrective action can be taken.
- F. Snow removal questions were asked. Owners stated that no one came to plow when there was 3" of snow and they had to shovel their own driveways. When shovelers do appear, they only shovel ½ of the drive. Phil explained that there had been no 3" snowfall reported anywhere else in Frisco. He also noted that shoveling is done by the plow contractor. They are only contracted to shovel walks, not driveways but they are instructed by the contractor to shovel from the garage door out so it's easier for the plows to remove snow. Shoveling is done even if plowing is not needed. The crew probably shovels exactly the same way each time whether or not plowing is being done. They are paid to shovel walkways only so if ½ your drive is being done, it's a bonus.
7. **The Next Semi-Annual HOA Meeting** date was discussed. It used to be held in May but was moved in the hopes of getting better attendance (this has not made much of a difference). Landscaping work usually begins around June 15. If the HOA meeting is held in May, decisions on landscaping can be made and be ready to implement in June. It was decided to hold the spring HOA meeting on Saturday, 5/26/12 at 4:00 p.m. at Mountain Managers. Generally, the Board meets on the same day before the HOA meeting. It was suggested that the Board meeting be held 1 to 2 weeks in advance of the HOA meeting so if any issues come up that need to be researched/resolved, there is time to do so prior to the HOA meeting. The time and date of the Board meeting will be determine at a later date.
8. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 5:45 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary (Minutes prepared from a tape recording of the meeting)

APPROVED:

Approved via e-mail

1-10-12

Mike Gradassi, President

Date