

MEETING MINUTES

The Skyview Townhouses Owner's Association Annual Meeting
Conference Call
May 26, 2023 at 9:00a.m. MT

Call to Order

D. Downing called the meeting to order at 9:03am.

Proof of Notice

Proof of notice was sent out and emailed on May 10th, 2023.

Roll Call/Establish Quorum

In attendance-

Don Downing
Crystal Windley
Chet Paris
Nic Vondrak
Jessica Vondrak

Reading and Approval of Past Minutes

-May 30, 2022

D. Downing made the following-

Motion: Waive the reading of the May, 30th 2022.
2nd: N. Vondrak
Discussion: None.
Vote: The motion passed unanimously.

Reports

-Manager's Report

Snow removal topped the list on the managers' report following a banner year for snowfall. CBL will be moving the snow poles and gravel barrel shortly and storing them for the Summer. She mentioned briefly the possibility of installing snow brakes/fencing on the roof to mitigate the damage to the entryways. D. Downing mentioned that Skyview typically gets their ice cleared 2 times a year as opposed to the one-time CBL performed this year. CBL agreed to bump the ice removal up to at least 2 times a year. S. Bearth will coordinate with Chad Nixon to make sure it's being done in a timely fashion to avoid further damage to the entryways. SealCo gave us a bid for the repairs to patch and repair the driveway damage at the end of the North end of the driveway. D. Downing would like to defer the driveway until it gets bad enough to have SealCo come out and crack seal the driveway. The HOA agreed that the damage isn't bad enough to have anything done this year. S. Bearth mentioned the sweeper attachment and that Skyview is scheduled for a Tuesday clean-up unless the HOA would like D. Downing to continue to sweep the parking lot to save the HOA money. Units 3 and 4 accepted D. Downing's offer to sweep their end of the parking lot. S. Bearth agreed to cancel the parking lot sweeping with the tool cat. CBL will be monitoring the noxious weeds, tent caterpillars and other pests, and cutting back growth on the edges of the driveway. S. Bearth mentioned the HOA's new website and encouraged the HOA members to use the tools available on the website as well as reviewing the meeting minutes, financial statements and capital plans.

-Financial Report

As of April 30th, the HOA has \$9,635 in operating \$2,811 in capital. No one in arrears on dues, but there was a higher cost to establish with the third-party tax company. Plowing is the biggest expense, but despite the exceptional snow year, the HOA is looking much better than most other HOA's in terms of snow removal.

-Excess Income Resolution

S. Bearth wanted to make sure the HOA was aware of the state laws regarding excess income resolution, and explained the HOA can vote to return the funds to the association, roll it into capital, keep it in operating, or keep it and pay taxes as a profit. The HOA all agreed to roll excess funds into the capital account.

New Business

-Operating Budget

There were a few increases in costs for the HOA including a predicted 6% increase in insurance, as well as increases in material costs and labor across the board. The HOA discussed ways to make up the \$750 deficit as well as potentially building out the reserves for future work, and looking better to lenders. C. Paris felt good about a minor increase seeing as the shortfall was so low. D. Downing discussed reducing the gravel, but that would eliminate almost all of the gravel budget. S. Bearth mentioned the changing climate and the increase of moisture in the atmosphere correlating to heavier snow years moving forward. The HOA all agreed on a small quarterly increase to cover the shortfall as it wouldn't impact the HOA heavily.

-Capital Plan

S. Bearth predicts a \$4k stucco proposal coming in shortly from Peak View Stucco in Colorado Springs. There is a bit of damage on the stucco on the front side of the building that could potentially allow water into the building. Behind the stucco. D. Downing mentioned some holes around the window due to the ice buildup on the roofs. C. Paris voted to patch the drywall damage as a priority as opposed to allowing it to degrade and cost more down the road, but slowed and decided to review the bid before making any decisions. S. Bearth let the HOA know they didn't have to make any immediate decisions and wondered if the HOA may want to wait on making any decisions until getting another bid from a third contractor for the entryways. A possibility of Axtell Mtn. Construction bidding on the entryways was raised. CBL will be reaching out to a stucco company suggested by D. Downing as well as Chad Nixon to drum up a total of 3-4 bids for the entryway work.

-New Governance Policies Draft and Funding Consideration

S. Bearth mentioned the new state laws regarding collection policies, and the changes to CCIOA. CBL has reached out to Michael O'Loughlin for an estimate on rewriting the declarations and it came back at \$1,800 for amendments. The State is allowing a period of one year to implement these changes in the HOA, or they will be deemed out of compliance, and subject to fines and legal action. S. Bearth mentioned that the only thing not in compliance is the current collection policy and the HOA wouldn't be able to take action until their policy is formally changed. The HOA discussed changing their policy from 18% to the legal limit of 8% to come into compliance with the new CCIOA laws as the cheaper option. N. Vondrak discussed it being closer to time to have the HOA declarations rewritten sooner than later, as they are a bit antiquated. They opted to defer the rewrite for another year and will revisit at the next weekend. D. Downing discussed deferring the garage door capital work, and using the funds from that to pay for the declaration rewrite next year. C. Paris agreed to go back and look at previous amendments to the rules and regulations, and declarations so the HOA gets the most out of the rewrite they can. S. Bearth agreed to send C. Paris some recommended amendments that have been drafted for other HOA's.

S. Bearth provided a brief summary of the meeting, including parking lot deferral, sweeping deferral, 2024 garage paint, multiple bids for entryway and stucco work, and clearing the ice buildup from the roof multiple times of the year.

Members Open Forum

D. Downing commented that due to the excessive snow this year, he felt relieved about the HOA deciding to install the wainscoting around the building. The HOA is able to contact CBL to dig out any buried windows throughout a heavy winter year to mitigate any safety or egress issues. CBL agreed to focus on the entryways as a priority above the stucco or other work.

Establish Date of Next Annual Meeting

The HOA agreed to establish the date of the next meeting via email at a later time.

Adjourn

The meeting was adjourned at 10:11am MT.