

## THE HOMESTEAD AT SNOWMASS BOARD MEETING

December 4th, 2020

### I. CALL TO ORDER

Mike Estes, President of the Association, called the meeting to order at 3:00pm Mountain Time. Board members present via Zoom conference call were Colin Heggie, Mike Kurzman, Malo Harrison, and Heather Burcher. Barton Craig and Michael George of Snowmass Lodging Company were also present.

### II. PROOF OF NOTICE OF MEETING

Mr. Craig presented proof of notice of the meeting, which was via email.

### III. READING AND APPROVAL OF THE MINUTES

Mr. Kurzman made a motion to waive the reading of the Board Meeting Minutes of September 12th, 2020, and approve them as written, Mrs. Harrison seconded, and the motion was passed unanimously via voice vote.

### IV. UNFINISHED BUSINESS

### V. NEW BUSINESS

#### **Date and Time for Annual Meeting**

Due to the COVID-19 pandemic an in-person Annual Meeting is not possible. As a result, the 2020 Annual Meeting will take place via Zoom. Mr. Estes suggested December 28, 2020, to start at 2:00pm MST and the Board agreed.

Mr. Craig commented that the Notice of Annual meeting needs to be sent between 15 and 30 days prior to the date of the meeting. Mr. Estes asked that the draft notice include the two following line items, while other Agenda items could be added later:

Update on 2020 Projects –  
Landscape Project  
Driveway Repairs

2021 Roof Replacement

#### **Board Elections**

Mr. Craig reminded the Board that at the Annual Meeting the following Board positions will come up for election: Mr. Heggie and Mr. Kurzman. Mr.

Kurzman advised that he would prefer not to run for re-election. Mr. Heggie noted that Scott Kallick and Marilyn Seltzer had each expressed an interest in possibly running for the Board.

## **2021 Proposed Budget**

The Board has been provided a Proposed Budget for 2021, which proposed an increase of less than 0.5% in assessments, with very few changes in the Operating budget.

Mr. Estes asked the Board members if there were any questions or comments on specific items in the proposed budget.

Mr. Craig noted that water costs for 2020 are higher than expected, and he has and will continue to reach out to Snowmass Water and Sanitation District (SWSD) for possible identification of causes. The Board members discussed other ideas related to the recently installed irrigation system, all of which should have resulted in savings to budget, versus cost increases to budget. Mr. Craig will continue to work with SWSD to try to resolve the matter.

Mrs. Harrison made a motion to approve the Proposed Budget as presented/amended. Mrs. Burcher seconded, and the motion was unanimously passed. Management will provide a copy of the 2021 Proposed Budget with the Notice of Meeting packet for all homeowners.

Mr. Estes asked if Mr. Craig could expand his time commitment from 4 hours to 6 hours per week. If so, he asked what the additional cost to the HOA would be. Mr. Craig advised that he is being pressed for additional time from his other HOA client, and that he and Mr. George will meet to see how Vacasa might be able to meet this request.

## **Status of Landscaping Fund**

Mr. Craig noted that the HOA has paid Escape Gardens a total of \$40,000 in deposits. The HOA is holding additional invoices for \$88,091.62 and \$2,905. Mr. Estes has been attempting to work with Escape regarding the \$2,905 invoice, which is under dispute.

Mr. Estes noted that if the outstanding invoices are paid, the Landscape Project is approximately \$9,000 over budget, which comprises \$5,000 for permits and taxes (not included in the contract) and \$4,000 for additional plantings that were added, primarily in front of individual units. As the Landscape Assessment has contingency funds built-in, despite being slightly over budget, the balance of the fund will be approximately \$10,000-\$12,000 after outstanding invoices are paid. In spring 2021 the Board will work with Escape Gardens to determine if those funds should be used for additional plantings.

## **Status of Reserve Fund**

Mr. Craig noted that the balance of the Reserve Fund at the end of 2020 is expected to be \$19,298, assuming no further expenses. He also reminded the Board that \$47,909 has been allocated from the Reserve Fund in 2020 for Roof repairs and roof consulting, with an additional \$3,572 expected to complete the roof repairs to unit #9 for a total balance of \$51,481 which will be transferred back to the Fund after the Roofing Special Assessment is collected in 2021. Any expected 2020 Budget Surplus has not been included in the 2020 Reserve Fund balance.

Mr. Heggie opened discussion on the issue of determining the Homestead Reserve Fund needs for the next five years. He both noted specific projects that have already been discussed by the Board, as well as a plan to study the Common and Limited Common Elements of the Homestead. Some of the specific items that are likely to need maintenance in the next 5 years were discussed.

Exterior window frame painting-the window frames have never been painted and are faded by the sun, some areas much more than others. The HOA has a quote from 2019 to perform the work at a cost of \$28,000 for the rear of the complex and \$25,000 for the front and sides of all of the buildings. This is a project the Board would like to see addressed.

Trex Decking-The Trex decking was installed in 2013 and has many years of use remaining but has been slightly damaged cosmetically by some combination of the exterior renovation construction project and the heat generated by high efficiency windows. It is not known if these issues will incur any near-term costs.

Boilers – The 4 boilers that provide heating for the Homestead are original. In addition, pumps, piping, zone valves, and controls are all part of the system, although some of those elements have been replaced as needed over the years. The replacement of boilers would likely result in some energy savings to the HOA, as the original boilers are not high efficiency.

French drain – Each building has an underground French drain that provides all drainage for each building. Three of these drains have been replaced in the last several years, but one original drain still exists and likely faces replacement in the next 5 years.

Crawl space piping- An on-going project for the HOA is updating and reinforcing the crawlspace plumbing piping, which has been identified as a potential maintenance issue. Three of the 14 units have already had such repairs.

Window replacement -Mr. Estes noted that the window replacement policy of the HOA is not clear, as far as homeowner or HOA responsibility for window replacement, depending on which windows are replaced and for what cause. The Board Rule advises that if an owner replaces any windows, the responsibility for future costs for that window is shifted to unit owners from the HOA. Yet, no HOA Rule can conflict with the Declaration. Mr. George also pointed out that the Homestead HOA is covered under CCIOA, which must also be taken into consideration regarding confirming that the HOA window policy is not in conflict with this statute. Mrs. Harrison and Mrs. Burcher believed that window maintenance and replacement should be a unit owner responsibility. Mr. Estes noted that at the next Board meeting this issue will be placed on the Agenda for detailed discussion.

Mr. Craig also noted that the spa itself, heater, pumps and changing rooms should also be part of any Reserve Study.

Mr. Heggie suggested that in 2021 the Board and management contact individual contractors of each element of the Homestead identified as potential 5-year Reserve Fund elements and provide general replacement/maintenance budgets for the Board.

Mr. Heggie made a motion that the Board update the reserve fund analysis to focus upon a 5 and a 10-year outlook. Mrs. Harrison seconded, and the motion passed.

## **VI. Adjournment**

Mr. Estes made a motion to adjourn. Mrs. Harrison seconded the motion, and the meeting was adjourned at 4:15 pm.

Respectfully,

Malo Harrison, Secretary