

## THE HOMESTEAD AT SNOWMASS BOARD MEETING

December 12th, 2019

### I. CALL TO ORDER

Mike Estes, President of the Association, called the meeting to order at 10:08 am Mountain Time. Board members present via conference call were Colin Heggie, Mike Kurzman, Malo Harrison and Heather Burcher. A quorum existed at all times during the meeting. Barton Craig 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

Mrs. Burcher made a motion to waive the reading and approve the Minutes of the Board Meeting of November 19th, 2019. Mr. Heggie seconded and after a voice vote, the Minutes were approved as written.

### IV. UNFINISHED BUSINESS

#### **Status of Declaration Amendment for Line of Credit**

Mr. Craig noted that the Declaration Amendment has been recorded and is now officially part of the Homestead HOA Governing Documents and will be posted on the HOA website.

#### **Proposed 2020 Budget Review**

Per the changes made to the 2020 Proposed Budget at the November 19<sup>th</sup> Board meeting, assessments are proposed to increase by 4.29% for a total of \$21,900 per home for the year. Mr. Craig noted that on December 11<sup>th</sup> he received the final quote for 2020 insurance premiums and the cost is \$899 less than projected. Mr. Estes made a motion to reduce the proposed insurance line item by \$899 but to increase the proposed Spa Expenses line item by the same amount, thus keeping the assessment amount the same as proposed, but changing the allocations by line item to reflect actual expected expenses. Mr. Kurzman seconded the motion, which was passed unanimously via voice vote.

#### **Boiler Repairs**

Per the previous Board meeting a test and inspection of the 4 boilers has completed. In addition to 6 malfunctioning zone valves which have already been

repaired, the vendor found that all of the Pressure Relief Valves were leaking and needed to be replaced and that two of the buildings require significant additions of glycol to bring the freeze protection to recommended levels. This will require approximately 150 gallons of glycol plus the labor to drain the system and refill it. The bid to perform all of the repairs, except the zone valves, is \$8,413. After discussion related to Management's experience with the vendor and the possibility of bidding the job to other HVAC vendors, Mr. Kurzman made a motion to approve the project as bid by Aspen Aire as a Reserve Fund allocation and to schedule the work as soon as possible, Mrs. Harrison seconded and the motion was passed unanimously via voice vote.

### **Reserve Fund Activity and Status**

Mr. Estes noted that the current balance in the Reserve Fund is \$71,023. However, the following adjustments need to be made to account for already allocated expenses which include the expected 2019 Operating Deficit of \$29,061, the \$8,413 allocated for boiler repairs, and the Renovation Project overrun at the last review was estimated at \$23,852. Once these deductions are taken into account, the expected balance of the Reserve Fund at the end of 2019 will be \$9,697

### **Renovation Project Status**

Mr. Estes noted that at the last review the Renovation Project was estimated to be over budget by \$23,852. Mr. Estes and Mr. Heggie will be meeting on December 13<sup>th</sup> with Robert Kaufman and Rudd to discuss this matter and attempt to finalize the last payments to Rudd.

### **Roof Report Status**

Since the last Board meeting the Board members have had the opportunity to review the findings and recommendations in the roof inspection report. Regarding the matter of allocation of funds for different levels of roof repairs to extend the life of the roof, versus installing new roofs, Mr. Heggie commented that the inflationary impact of delaying new roofs while performing repairs with possibly uncertain results in terms of the length of time they might last, led him to the conclusion that he would recommend moving forward with new roofs rather than spend money on repairs. The other Board members agreed.

Mr. Estes noted that he would contact Z Group for proposals for new roofs for the Homestead with the plan that they would be available for review by the homeowners at the Annual Meeting on December 27<sup>th</sup>. The Board agreed that presenting this

information to the HOA prior to Annual Meeting is a goal and that discussion of new roofs will be on the Agenda at the Annual Meeting.

### **Landscape Project**

Mr. Estes noted that given the year-end expected balance of the Reserve Fund, opening an LOC as soon as possible will be a priority for the Board, both for cash flow purposes and to have funds available for Landscaping projects in the spring. While the Board does not have a bid or exact scope of work for landscape improvements for 2020, it continues to work with the landscape architect on this matter. Mr. Estes recommended that any Special Assessment discussion related to roof replacement also include funds for landscape projects, rather than two different assessments. The rest of the Board agreed.

### **V. Adjournment**

Mr. Heggie made a motion to adjourn, Mrs. Harrison seconded the motion, and the meeting was adjourned at 11:40 am.

Malo Harrison, Secretary