

# Meeting Minutes

Three Seasons Condominium Owner's Association Annual Meeting  
 Conference Call  
 Monday, June 7<sup>th</sup>, 2021 at 9am MDT

## Call to Order

Jeff Steere called the meeting to order at 9:01am.

## Proof of Notice

W Bearth noted that the meeting announcement was mailed, emailed, posted in the building and posted on the association's website on May 20<sup>th</sup>, 2021.

## Roll Call/Establish Quorum

In attendance-

Name	Unit	Percent	In Attendance	Proxy
Jeffrey & Vicki Steere	TS133	1.6618%	Y	
Nancy & Billy O'Sullivan	TS135	1.6618%		Art O'Sullivan
Peter J. Hovanec	TS136	1.6618%		Walt Mauro
Robert and Judith Griffin	TS137	1.6618%		Sierra Bearth
PASB Investments, LTD	TS138	1.6618%	Y	
Karma Lama & Chimey Dolkar	TS139	1.6618%		Lee Friedman
Krista Hoiland & Eric Young	TS142	1.6618%	Y	
Holly D Smith	TS143	0.9694%		Walt Mauro
Tyler Ferris	TS201	1.6618%	Y	
Daniel R and Peggy C Zeroski	TS203	1.6618%	Y	
James & Kathryn Norris	TS204	1.6618%		Wanda Bearth
Allan B Chodor	TS205	1.6618%	Y	
Victor M Grimm	TS208	1.6618%		Wanda Bearth
Joseph & Barbara Schoen	TS231	2.285%	Y	
Kevin J and Nina Jarrett	TS233	1.6618%		Jeff Steere
Fairinda West & Jill Anderson	TS238	1.6618%		Wanda Bearth
Logan, Sharon, & Benjamin Bl	TS241	1.6618%	Y	
Jason & Jacqueline Grimmett	TS242	1.6618%		Wanda Bearth
Zachary & Erika Warzel	TS244	0.9694%		Jeff Steere
Lia Sedillos	TS302	1.6618%	Y	
Kevin & Leah Lin	TS303	1.6618%		Wanda Bearth
Tom Mauro	TS304	1.6618%		Walt Mauro
Jacqueline & Robert Jordan III	TS305	1.6618%		Wanda Bearth
Amy Glickson	TS306	1.6618%	Y	
Tom Mauro	TS331	2.285%		Walt Mauro
Thierry L. Champailler	TS332	1.6618%	Y	
Raymond Casey	TS333	1.6618%	Y	
Patrick & Deborah Muro	TS334	1.6618%	Y	

Alex Kaiser	TS335	1.6618%		<b>Wanda Bearth</b>
Michael David Barr	TS336	1.6618%	Y	
Alex Kaiser	TS337	1.6618%		<b>Wanda Bearth</b>
Carol Anne Miller	TS340	1.6618%	Y	
Scott Brickert	TS341	1.6618%	Y	
James & Connie Rehberg	TS342	1.6618%	Y	
WWB Properties, LLC	TSC09/11 - V	5.52%	Y	
	THS HOA Sp	2.924%	Y	

A quorum was established with 61.88% of the membership in attendance or represented by proxy.

Also in attendance, Wanda Bearth, Lee Friedman and Sierra Bearth, Crested Butte Lodging & Property Management staff (CBL).

### **Reading and Approval of Past Minutes**

August 7<sup>th</sup>, 2020

D Zeroski made the following-

Motion: Waive the formal reading of the August 7, 2020 meeting minutes and approve as drafted by CBL

2<sup>nd</sup>: J Schoen

Vote: Unanimous approval

### **Reports**

#### YTD Fiscal Year Ending May 31, 2021 Financials

L Friedman reminded the owners that last year's financials can be found on the association's website. For the fiscal year through April 30, 2021 the association had \$320,116 in available cash, and the association is running under budget by \$13,761. The low snow year was the biggest contributor for the association being under budget this fiscal year.

#### Excess Income Resolution YE 2021

W Bearth explained that the association may refund any income surplus to members, forward the surplus to future expenses, or pay taxes on it. The association would pay taxes on the surplus if there was not a loss to carry forward.

J Steere made the following-

Motion: Forward any excess revenue from the fiscal year ending May 31, 2021 to the capital reserve account

2<sup>nd</sup>: C Rehberg

Vote: Unanimous approval

#### Manager's Report

S Bearth reviewed the following report-

1. Parking Lot – The parking lot was repaved with a 4 inch base. CBL used grade lasers to double check the dirt work for proper drainage and consulted with an engineer on the findings. This lead to the excavation of the swale in the south lot. We seeded and covered the swale with erosion fabric. 4 handicap spaces were dedicated in the lot per Town's

allotment requirements. The lot is scheduled for a seal coating this year to help increase the lot's useful life.

2. Paint – CBL painted the middle stairway halls and doors, touched up the paint in many areas on the first floor and the exterior of the south facing windows.
3. Pool & Hot Tub – The pool cover was repaired again by a local seamstress with her commercial machine. The pool boiler and associated gas lines were replaced. Both sand filters were replaced for the pool. CBL performed pressure tests and drilled below the tile around the hot tub to search for broken/cracked lines. We're also considering dropping a shell into the existing tub and running the plumbing between that shell and the tub walls.
4. Stair treads – 60+ new rubber stair treads have been ordered and are being installed around the complex where needed.
5. Carpet Cleaning – Three Seasons purchased a professional carpet cleaning machine. CBL was trained on the new machine by Board Member, Walt Mauro. CBL is able to regularly clean the carpets at a cheaper rate than 3<sup>rd</sup> parties.
6. Plumbing – Al's Backhoe sent a scope (camera) down the cast iron sewer line from the building to the main city connection. The video showed the line is in great shape and no issues are evident. Around the building, we've attended to several leaks, replacing some degraded cast iron lines or just snaking the lines open.
7. North Door – The lock set and push bar were non-operational for several weeks. Complications in receiving the parts delayed the repair of the door significantly. We are relieved and happy to report that after a full lock set and push bar replacement, the North door is fully operational.
8. Sweeping – CBL swept the entire parking lot with our new tool cat. Clearing the gravel and dirt from the lot increases the lot's longevity.
9. Pest Control – Last summer CBL had to mitigate rodents on site at several properties. CBL set up and monitored various mouse traps around the complex. In an effort to keep mice out, please keep exterior doors closed and report any holes in your siding or screen doors to CBL.
10. Roof Work-We inspect the roof every summer. After the inspection last year, we applied new rubber sealant to the rubber roof (above the 'pizza hut' roof).
11. HOA Reminders –
  - a. Remodeling – You might not need a building permit from the town for renovations but you will always need to get approval from the HOA before performing any remodeling work that will involve plumbing, wiring or a dumpster on site.
  - b. Insurance-The HOA retains 'bare-walls' insurance; homeowners are responsible for their unit's 'walls-in' coverage, content coverage and also need to carry at least \$300,000 in liability.
  - c. Fire Extinguishers – Western Slope and Fire Safety will be recertifying the fire extinguishers this fall. We will notify all the owners of the date via email. Please have your fire extinguisher placed outside of your unit door on the day of recertification to cut down on the time and cost of the bill.
  - d. Fire Alarms – All fire alarms are connected to the main fire panel. If an alarm is removed, the alarm system contacts CBL staff to respond. Please inform your guests and tenants that the best way to stop the alarm is opening the doors and

- windows and airing out the unit. There will be a charge for CBL responding to the alarm and we will notify the owner of such event.
- e. Keys – New owner, new code, or new lock, please ensure CBL has emergency access to your unit. In case of leak or other emergency, the Three Seasons governing documents require the property manager have access. CBL can make copies of keys free of charge.
  - f. Bike Rack – CBL has donated 20+ bikes to Six Points from the North Mall bike rack. Bikes that do not have a registration sticker, are unlocked, and in disrepair are getting pulled from the bike rack. Owners and guests can register their bike at the CBL front desk.
  - g. Website – The association’s website, <https://www.3seasonscb.com/>, now features an owner directory on the contact page. The password is: 3Sowner To join the directory, email [Sierra@CrestedButteLodging.com](mailto:Sierra@CrestedButteLodging.com) the contact info you’d like to be shared. The website is a quick place to find meeting minutes, rules and regulations, insurance information and more. Want to look at financials? The password is: 701gothic
12. COVID-19 – The Gunnison Valley Public Health Order in response to COVID19 is scheduled to sun set on July 1, 2021. As of this writing, almost 63% of the Gunnison Valley is vaccinated, pushing us into the Green stage, with no occupancy restrictions and minimal mask requirements.

## Old Business

### Capital History Report

W Bearth reviewed the following report-

- Our first capital special assessment in a decade was imposed in June of 2019 and it covered \$450,000 worth of capital repairs and improvements.
- That assessment worked out to be \$7,700 for a 2 bedroom owner.
- The plan for the \$450k assessment included-
  - New parking lot (about ½ of that total)
  - New skylights (\$65,000) and then we painted the drywall interior while the roof was opened up
  - New fire suppression panel (\$60,000)
  - Stucco repairs
  - Common area bathroom upgrades
  - Staining the deck posts and exterior trim
  - Replacement of the 2 south and the west entry doors (in progress)
  - South deck replacement/repair and replacing the delaminated 1<sup>st</sup> floor unit closet doors on the patios (in progress)
  - South 2<sup>nd</sup> and 3<sup>rd</sup> floor hallway carpet will be replaced this fall
    - We’ve also managed to fit into the budget without a special assessment (these 2 total about \$12k)
      - New pool heater
      - Commercial carpet cleaner
- In the decade prior to this recent assessment, we’ve attended to multiple essential items using the regular dues reallocations-
  - Parking lot resealing
  - Stair retread/leveling
  - 2 new washers and a new dryer

- Interior painting including unit and common doors, halls, stairwells
- Removed cedar shakes around the pool
- Repairs including patching and paint for the hot tub and pool
- Replacement of the hot tub filter
- Roof repairs including flashing, fasteners and snow fencing
- South mall window replacement
- Replacement of the south parking lot retaining wall
- Replacement of hall light fixtures with LED compatible
- South side exterior cedar shake replacement
- New carpeting much of the common areas
- North entry door was replaced
- Pool area upgrade including installing the fireplace and the surrounding bench and rebuilding some of the planters
- The pool got a new cover
- Interior and exterior paint including stucco, fascia board and a color change for inside
- And this fiscal year includes this work, without an additional assessment, but with a 12% dues increase in September, 2021-Cost \$148k, our reserves after this fiscal year's work are forecasted to be at \$133K
  - Parking lot and stucco maintenance
  - Painting above head areas on balconies and patios
  - Replacement of the fire suppression heads
  - New dryer for the laundry room
  - Additional stair retreads

### Conference Room Update

W Bearth reported that the conference room was offered to owners to rent and there were not any takers. The conference room was then advertised for rent to the public for \$1,500/month, and there was not any interest. An owner of the kitchen in Three Seasons, is renting a small corner of the conference room to do packaging for \$150/month. J Steere inquired if there was still interest in selling the conference room space. W Bearth explained there was an offer for \$35K because the contractor saw some hurdles for getting plumbing to the appropriate locations.

### **New Business**

#### 10 Year Capital Plan

W Bearth explained that a couple of projects that were budgeted to be completed last year will be done this year due to delays caused by COVID, including carpet replacement and first floor exterior door replacements. The funds are still available, only the timing was affected. J Steere explained that the 10 year plan is a good idea of what capital projects will be completed in the future, but the plan gets adjusted every year as needed.

#### Approved Operating Budget

W Bearth pointed out that the dues are increasing 12% starting September 1, 2021 as noted in the approved operating budget. She explained that the budget is drafted based on historical expenses and any known expenses, with snow removal being difficult to accurately budget. W Bearth explained that Colorado legislation requires that the Board present an approved operating budget to the membership and the homeowners have the right to veto the budget. C Rehberg informed the membership that she has analyzed data from recent sales in the area, and Three Seasons has lower dues than many of the other condos on the mountain. W Bearth can share the data on request.

Adopted Governance Policies

W Bearth explained that the Board has adopted governance policies per requirement through CCIOA. She explained all the policies can be found on the association’s website, 3seasonscb.com.

**Election of Board of Directors: 2 Terms Expiring**

J Schoen’s term is expiring and he would like to serve again.

C Rehberg’s term is expiring and she would like to forgo the position.

J Steere made the following-

- Motion: Elect J Schoen to serve a 3 year term expiring 2024
- 2nd: T Sanderson
- Vote: Unanimous approval

**Members Open Forum**

Several owners thanked the Board for their diligence controlling expenses. C Rehberg encouraged the Board to continue searching for green policies to control utility costs and the environmental footprint. E Young encouraged the Board to look into infrared saunas for a repair at Three Seasons.

**Establish Date of Next Annual Meeting**

Suggestion of May 23, 2022

W Bearth explained that the association should consider moving their annual meeting date so the operating budget can be presented to owners before the beginning of the fiscal year.

T Sanderson made the following-

- Motion: Hold the next annual homeowners meeting on May 23, 2022 at 9am MDT.
- 2<sup>nd</sup>: C Miller
- Vote: Unanimous approval

**Adjourn**

The meeting was adjourned at 10:53am.