

SMC Board Conference Call
January 26th, 2019 1-5 pm MDT
AGENDA

ON-SITE: Conference Room, Building A

Roll Call: Mike Mitchell, Kirk Samsel, Greer Fox, Doug Mercatoris, Kristin Ericson
MMM: Steve Frischmann, Stan Stokes

AGENDA

1:00 pm (Jodi Puder) Dog Barking Complaints. With permission, Ms. Puder addressed the Board, expressing her wish to be a good neighbor and outlining the steps she has taken to address her service/ESA dog's barking, which has periodically generated complaints from neighbors since Dec 2017 and for which she has been fined on one previous occasion; she has been warned about additional fines in the event of further complaints. She now uses a citronella collar to control the dog's barking when she is not at home, but as the dog has been trained to bark when ambient noise alerts him, the Board questioned whether the use of collars would ultimately be a solution. Ms. Puder requested that prior to imposing another fine, complaints of "incessant" barking be audio-recorded by the offended party to document when and how long the barking occurs. The Board agreed that it was appropriate for the complainants to provide some form of evidence as to the duration and magnitude of the disturbance.

1:31 pm Roll Call – All present except for Kristin Ericson, who was unable to attend because of work commitments. Board discussed briefly her offer to resign from the Board, but Board declined to accept her offer. *Post-meeting note: Kristin will attend meetings whenever her schedule allows and will comment via email on specific matters the Board brings to her attention.*

1. Approval of notes from previous meetings (5th Dec 2018). Approved as amended.

2. Financial Update

- a. Budget expenditure to date – any issues. None reported. Aging Summary is in good shape with no substantive sums 90+ days overdue.
- b. Rationalization of HOA Accounts – update. Still in progress. Merc has contacted former Treasurer Lori McCool and hopes to wrap this up by the end of the month while Lori is in the area.
- c. Update on what financial information is made available on the "Realtors Page" of the website (Mike/Steve). After discussion, the Board accepted Merc's recommendation to post only the most recent Independent Financial Review Report (see item e below), plus the latest Reserve Study.
- d. Financial Report format – update on the reports now being

produced and discussion of what reports are best posted on the Owners website. After lengthy discussion, the following reports will be presented monthly to the Board: Current month vs Budget, Current month-current year vs current month-previous year, Year-to-date [YTD] vs Budget, YTD current year vs YTD previous year, Transaction Detail, Aging Summary. The following reports will be posted to the Owners Website on a monthly basis: Current month vs Budget, Year-to-date [YTD] vs Budget.

- e. Results of Annual Financial Year review – any comments? Merc presented the review from the CPA, noting it is not a full audit, but a review based upon documents supplied by the HOA to the CPA; and he noted that the few issues raised were understood and a redo was unnecessary. After discussion, the Board approved the review.
- f. Using Bill Pay for future utility payments – discussion and decision. Board authorized Merc to collaborate with MMM to set up automatic payments for recurring bills, such as utility expenditures, which were not already being paid automatically.
- g. Capital Expenditures for 2018-9 and beyond, including roofs
 - i. Timing of Roof Replacement (see below)
 - ii. Installation of a “roof overhang” when we replace roofs?
The Board reviewed the proposal and sketch from Owner Dave Wolff suggesting the addition to the lower buildings of a roof overhang to provide a more finished look on the parking area face of the buildings. The Board commended Wolff for his interest and thought but declined to accept the proposal, as it would alter the Fritz Benedict-design of the complex. However, the Board noted that there is need to improve the finish of the roof-to-building interface on Buildings H-K. The finish on Building L was noted by Kirk as an appropriate model and could be done at the same time as roof replacement.
 - iii. Other potential capital expenditures in 2019-2021 timeframe
- h. Considerable time was given to a discussion of all items in the current reserve study, focusing on 2019-2023 potential expenditures, with the following outcomes: 1. Roofs will be pushed to the summer of 2022 with interim repairs as necessary. Reroofing will include replacement of gutters and heat tape. 2. Repainting of Building Siding scheduled for 2020 OR 2023. Board/MMM will develop renderings of new paint schemata for the complex to present to Owners at the August 24 2019 HOA meeting, eliciting feedback re designs and timing. Earlier date would allow for earlier remediation of “prison block” look of the complex but might require a small special assessment to cover costs. Later date would allow for increased dollars in the Major Maintenance reserve accounts to cover costs. 3. Amenity building renewal – not under consideration at this time. 4. Ipey landings resealing in

sun-drenched areas – will be taken from operating The Board asked MMM to find an earthworks consultant if such exist to come out, walk the property, give us some information re possibilities, options, and potential costs. budget. 5. Metal railings – will be touched up until the siding repainting is done. 6. Stairwell hand rails and spindles – MM will handle in routine maintenance as time-available project. 7. B/C and D/E boilers – no problems to date; no need to replace at this time. 8. Lights – Board authorized up to \$15,000 to upgrade stairwell and deck/patio lights to LED fixtures, following successful trial in H Building, plus potential replacement of 24 carport lights. 9. Pool deck and interior plaster – not under consideration at this time. 10. Pool heater and pool pumps – MM/Steve manages repairs as needed as operating items. As part of the discussion, Board recommended that an update of the Reserve Study by an outside firm should be sought by the Board in 2022. ARS conducted the previous one in 2012, which has been systematically updated by the Board since then. The Board also discussed the possibility of continuing with a 10% increase in capital reserve assessments in future years, but decided to leave this till the June meeting for a more detailed discussion, including whether 15% would be more appropriate to allow for inflation costs for projected capital projects.

3. Strategic Plan for Capital Investment – Discussion of Report summarizing Owner survey results and proposed Board actions/Recommendations

- a. Is the brief summary of “additional comments” accurate? Yes.
- b. Discussion of “Board proposals/recommendations – any changes needed? Board made several suggestions/edits.
- c. Any other comments. Board noted that the document should be seen as a solid contribution to “institutional knowledge” for successive Boards and Board members, as it captures the sense of this Board about future needs of the complex and compiles Owner feedback as of 2018. Such “institutional knowledge” often is lost over time, especially when it is transmitted only via human memory.
- d. Next steps Mike will prepare a revised report and include an abbreviated one-page Executive Summary [ES] to accompany the full report. The ES will be included in the next newsletter. The full report plus ES will be posted to the Owners website.

4. Parking: Increasing numbers of full time Owners are straining the parking system since many have two cars.

- a. Discussion of Options 1. Merc spoke to changing demographics within complex from absentee owners who rent short-term to full time residents with families who often need two cars. He reminded the Board that only one car is permitted and all parking spaces – even those under the carports – are common elements that are assigned by Board and management. He proposed a priority order in the assignment of parking: resident owners,

owners with long-term renters, and owners with short-term renters in the assignment of any parking spot. He also suggested that owner-occupied units with two cars should get priority in the assignment of the carport parking spaces that can accommodate two small cars. 2. Kirk, Stan, and Mike suggested the Vill Garden and the land behind the J-L carport/bike shed be considered for additional parking spots. 3. Stan suggested that the considerable land the complex owns behind and above the upper buildings be assessed for a driveway with parking spots in the currently open space. Considerable discussion ensued with no consensus on a desirable or workable solution.

- b. **Next Steps.** The Board asked MMM to find an earthworks consultant if such exist to come out, walk the property, give us some information re possibilities, options, and potential costs. In the meantime, MMM will manage the parking problem as best they can.

5. Who owns modifications to exteriors of units and for how long?

- a. **Topics to discuss:**
 - i. – owner owns for 10 yrs (item 4 from the modification agreement) – agreed? Yes. The signed indemnity clause covers this.
 - ii. - if sold during that time new owner for the balance of time – agreed? Yes.
 - iii. - how we track this. The Board-approved remodel agreement and signed completion sheet with signed indemnity clause all provide a paper trail on file.
 - iv. – How do we make sure all owners know about this (e.g. the patio chairs). Include in sales agreements, as is done now with patio chairs.

6. 2018 AOM Draft Minutes – any comments or changes required? One additional typo was corrected. The draft HOA meeting minutes will be posted on the Owners website; they are to be approved by the HOA at the August 24 meeting.

7. Building Movement data – any concerns? Mike briefly reviewed the outcomes and noted little reason for concern; the Board concurred in his recommendation that monitoring every two years be continued.

8. Replacement lighting

- a. Discussion of effectiveness of proposed stairwell lights. Kirk reported H Building experiment yielded much satisfaction among owners, with new LED fixtures.
- b. Proposal to replace other lighting (car ports, decks, pool/spa area). Board approved up to \$15,000 in FY19 for stairwell and deck/patio lights with the fixtures used in H Building plus the other areas. Kirk will

continue to work with Steve re finding fixtures for carports and pool/spa area.

9. Rules and regs update approved in December – published on web site?
Yes, done.
10. Review of any action list items not covered above (see action list). All open items reviewed; Mike will update with current status and forward to Board prior to the next meeting.
11. Board Meeting schedule through June 2019; date of annual HOA meeting (August 24, 2019). Telecons set for 4 pm MT on the first Wednesday of each month as follows: March 6, April 3, May 1. On-site Board meetings: June 8. August 23. Times TBD.
12. Any Other Business
1. Fireplace in H1 fails to draw properly. Steve recommended cleaning the honeycomb spark arrestor. Kirk will follow up with Owners and Steve will take a look at the fireplace if necessary.
2. Steve asked to reassign K1 storage unit in G back to K1. Approved.
3. Steve proposed simple construction of 4 additional small storage units in Building A. Costs will be modest. Approved.
4. Steve noted large area under Building A could be converted to additional storage. Board asked for more information, including an approximate cost.
5. Steve asked to repaint complex sign at entrance a flat black (approved); Kirk suggested placing illuminated aluminum letters and numbers overtop the current brass lettering. Approved.
6. Steve circulated a list of “jobs done” to Board.
7. Steve will follow up with Chris Madigan on anything he may have learnt from his window replacement project and how an existing window in his Unit is tied into the fabric of the building.

Adjourned at 5:10 pm followed by Board-hosted Owners Meet and Greet from 5:30-6:30.