

SMC Board Meeting
June 6, 2020 1:00-4:00 PM Mountain Time

AGENDA & NOTES

CALL-IN VIA ZOOM

NO ON-SITE MEETING

Roll Call: Mike Mitchell, Kirk Samsel, Tom Sherman, Doug Mercatoris, Kristin Ericson
MMM: Steve Frischmann

1. Approval of notes from previous meeting, held May 6, 2020: Approved
2. Financial Review
 - a. Operating Budget: In good position. Maintenance is higher than YAG due to one-time purchases
 - b. Delinquencies: very few. Some at 90 days from overpayments
 - c. Review of capital expenditures: On track overall. Landscaping and breezeway to be completed
 - d. Discuss P&L: Association is in a strong position.
 - i. Concerns? None
 - ii. Impact of lower net income for all time periods?
 - e. Replacing accountant (AL360)
 - i. Obtain recommendations & begin discussions with prospective replacement? Begin interviewing replacement Aug-Sept based on recommendations from current CPA. Looking for small, local firm, perhaps with experience with HOA's (D. Mercatoris)
 - f. 2020-21 Budget preparation timing: Develop initial draft in June and issue prior to next Board meeting so it can be edited in late June, discussed in July with final edit & approval end of July. What will go to owners is the final draft with changes for approval in August
 - g. Anything else? No
3. Exterior Paint colors (Kirk) (AL292)
 - a. Select 1-2 options to present to owners: Board reviewed options. Decided middle panels with "smaller" windows should be solid with the dark trim color, replace the "muddy" color currently depicted with something in the grey family, and alternatively in the green family. End result should be timeless/natural looking.
 - b. Determine if/where we should paint a side of a building as test. Board agreed to paint a side of a building prior to AOM to ensure the color scheme is approved. Painting will occur on C-Building (which side???). Painting of the complex to occur Summer '21.
4. Building A Upper Floor Remodel (AL326)
 - a. Review front door options (Steve): Board approved door 90426 Satin with window.
 - b. Review flooring options (see email from Steve) – including discussion on replacing wooden trim and how much painting we're doing: Board approved Dewey Meadow Oak, a light color in the grey family, but this may require much re-painting; therefore, the Board opted to look at two scenarios to keep cost down:

- i. If we use Dewey Meadow, then what will be the cost to re-do (paint or stain?) the trim, handrails on upper stairs, window frames & metal work for landing
 - ii. Board wants to understand how much it will cost to re-trim the windows. If the cost adds too much to the budget, then we would leave the casements as is, choose new flooring that matches better, chose new railing on upper stair to match new flooring color.
 - c. Review furniture options (Kirk): Approved style presented at the lower cost (couple hundred dollars)
 - d. Status of DZ contract/revised pricing, SOW and Autumn timing (Steve/Stan): If cost is \$30k or less, begin project first day after Labor Day. Need to know deadline to sign contract in order to begin Labor Day. Contract requires 60% deposit upon signing.
- 5. Covid 19 related (see recent Pitkin County Health Orders)
 - a. Criteria for reopening Building A facilities, including gym, sauna, spa, pool? (AL371): These will remain closed. To be discussed again at July 1 Board meeting.
 - b. Criteria for allowing short term bookings to start again in SMC? How do we restrict occupancy to "50% of available keys"? (AL373) Board agreed that it is not our position to enforce this policy, that the burden is on the management companies to comply with Pitkin County's policy
 - c. What guidance do we give Owners and when? Steve to send information to owners with a link to the Pitkin County short-term rental plan
- 6. Preparation for AOM – documents and timing (see separate sheet): Steve to send notice to owners in June. This to include request for two Board nominations to replace Kristen and Michael. Steve/Michael to review last year's notices to tweak if necessary prior to sending to owners. Election will be via mail-in ballot.
- 7. Expansion of F2 Storage area as requested by Owner (AL379): Approved with owner paying for new fire sprinkler and to be notified in writing (Steve??) that the space is HOA property, it will not transfer upon sale, and HOA can re-assign at our discretion without cause, although we do not plan on doing this.
- 8. Update on new website (Steve) (AL 368): New site to go live any day now
- 9. Update on new shed (Steve/Stan) (AL 311): This has been ordered. Supposed to be delivered in the next couple of weeks for installation. MM to level area and use gravel as base.
- 10. H2 door lock replacement complete? New part ordered. To be installed upon receipt.
- 11. Update on landscaping projects (Steve)
 - a. SMC sign area per meeting with Kevin & Guion (AL374): Kevin provide bid to Guion
 - i. Scope and cost of work determined? \$1200-\$1500 for full scope of work; to be reviewed by Steve
 - ii. Recommended plantings? Approved by Board
 - iii. Timing? Begin ASAP
 - b. Potted Aspen trees for ground floor lower buildings' front wall (AL312): Completed
 - c. Removal of Aspen trees in corner of pool area (AL359): Completed
 - d. Flowers in pots, boxes, etc. – do we still want to spend money on these if occupancy will be limited throughout the summer? (permanent owners on site, maybe not many others?)
 - i. Flower boxes for the stairwells of upper buildings? Completed

- ii. Flowers pots for the deck outside the gym? Completed
 - iii. Large flowerpots by the pool? Completed
 - iv. Note: Due to the new trees and flower boxes, trenches were required to add new zones at an approximate incremental cost of \$2000
- 12. Individual Unit Breaker Panels – any update on Fire Marshall/TOSV discussions? (AL375): Steve spoke with the Fire Marshall, who said this is for the Building Inspector, who said he doesn't like the current panels but there is no requirement to replace, although he strongly recommends replacing them. This would be done at each owner's expense. Next step(s)???
- 13. Any further plumbing issues occurring? No
- 14. Update on resolution between F2 & F4? (AL353, 364): Still occurring. Board to drop this as an issue unless F2 runs into problems. Garage ceiling repairs are complete. Invoice sent to F4.
 - a. We are waiting for this information as it relates to requiring homeowner's insurance
 - b. Do we ask owners who has this insurance?
 - c. What's their opinion on having this?
- 15. Set Board meeting dates between now and already scheduled Board meeting Aug 28, 1:00 PM: Meetings are also scheduled for July 1 and July 22 at 4:00 PM
- 16. Annual Owner's Meeting Aug 29 at 1:30 PM
 - a. Should we cancel the in-person Owners meeting? Cancel completely? Zoom call with Owners? This will be determined at the July 1st Board meeting although current thinking is to cancel based on existing County policy, and to resume Aug 2021
 - b. Voting to be by mail only, as before – if we cancel Owners meeting, we'll need to decide how to count votes (usually have an independent Owner sit in on the ballot opening, etc.)
 - c. Mike/Steve to send letter to owners for Board nominations
- 17. Action Items not covered above
 - a. Deck lighting – all complete? (AL350): No, to be completed over the summer
 - b. Landing/Breezeway decks – update (AL358): Partial completion. Power washing of several stairs and buildings remains.
 - c. D4 Owner paid for repairs? (AL367): Yes
 - d. Update Rules and Regs to say that any visitor, any time, needs to call Steve to request reserved spot (AL369): Hold updating for now
 - e. Fines – current status and options for changing (AL370): Mike to review and report findings back to Board at next meeting
 - f. C4 cracked waste pipes – all replaced? (AL377): Completed
- 18. Any other business?
 - a. Digital Door Locks: Steve to survey units to determine how many have been installed and to see if there is commonality of manufacturers among those. All locks require master key for accessibility. Offer owners 2-3 choices for standardization. Steve to provide options for review.
 - b. Noise from renters: Steve to ask Matt if he has seen an improvement since he redid his unit, especially with ski boots. If this remains a major problem, does the Board require updating by owners? Can HOA even do this? It would require 66% owner approval. Merc?? to consult with our attorney.

- c. Should HOA purchase a small power washer (approx. \$150) to allow owners to rinse cars and bicycles? This would be connected to the snowmelt boiler on the south side of G Building by the handicap parking space. Concerns expressed include water consumption, soap run-off. Board to consider this and address at next meeting.
- d. Newsletter: Mike to write and distribute late June