

Crested Mountain North Condominium Association
Meeting of the Board of Directors
Wednesday, January 22, 2020
3:30 PM

Present:

Amy Savin

Rosalind Cross

Rob Harper, Toad Property Management

Scott Kelley, Toad Property Management

Present by Phone:

Julia Gearhart

Andy McNeill

Luke Duffield – Unit J4

Rosalind called the meeting to order at 3:32 pm and Rob confirmed notice of the meeting was circulated by email on January 8, 2020.

Scott Kelley said initial investigation of a water leak in Unit J4 indicated the problem was a leaking dishwasher and not frozen pipes. Scott said Paul, the contractor, would continue to investigate the leak once the initial water mitigation work was completed. Rob confirmed the insurance company had been notified and Toad was also working with the insurance company for Unit J4. Rob explained the leak had been identified in a closet of J5 but at the present time there appeared to be no water damage in J3 or J5 and those units would be checked again to make sure they remained dry.

Julia made a motion to approve the minutes of the August 5, 2019 meeting. Andy seconded the motion and it was unanimously approved.

Rosalind said a financial report had been distributed prior to the meeting and Andy said there was over \$90,000 in the two Reserve accounts and the Operating account had over \$80,000. Andy explained less money had been spent on legal and also insurance had reduced and they were the primary reasons that the account balances were higher than expected. Spending less money than expected on the drainage issues at the back of the L Building had also contributed. Rob said the Unit K1E project still needed to be finished and was expected to be approximately \$30,000. Andy said the expenses for the 2020 Budget were very similar to those reflected in the prior year as a special assessment had funded several items in 2019. Rosalind said the paper trail needed to be updated by a transfer between Capital and Operating to reflect all the loan payments so the Capital account was repaid and at that time additional transfers could be made to Capital. Rosalind explained the Board had previously agreed \$100,000 was the desired amount to have in the Capital account. Rosalind suggested having an audit for 2019 and then return to the three year cycle for future audits. As cash flow was greatly improved Rosalind said transfers from Operating to Capital should be made quarterly, as dues were received, instead of a lump sum at the end of the year. Rosalind said the flower bed running along the L Building by the parking lot still required completion and that was part of the Unit K1E project referenced by Rob. Rosalind confirmed the lock and codes for units using the hot tub would be completed soon. Rosalind thanked Brian Murray for his assistance in securing a significant reduction in the insurance premiums.

It was agreed the Association was in a good position financially and once the transfers were made the Board would be ready to approve the Budget by email. Rob agreed to research accounts offering a safe but higher interest rate for the funds in the Reserve accounts.

Rosalind said as the Association had now met the target of \$100,000 she made a motion to no longer collect capital contributions from the dues for the next twelve months. Andy seconded the motion and it was unanimously approved.

Rosalind made a motion to instruct McNurlin & Associates to conduct an audit in December 2020, after the November close of the fiscal year. Andy seconded the motion and it was unanimously approved.

Rosalind asked Rob to obtain two estimates for the preparation of a 5 year Capital Plan.

Scott said the contractor for the K1E project expected to finish by the end of February and the new appliances and cabinets had been received. It was anticipated March 1, 2020 would be the beginning of the next Lease and Rob agreed to advertise the unit.

Rob said he would follow up with Scott Bogart at Pinnacle for the installation of the panel and gate at the hot tub.

It was agreed the January 2021 meeting needed to occur earlier than the 23rd in order to review insurance renewal options.

Rosalind explained on December 19, 2019 an email had been sent to all owners as the Town of Mt. Crested Butte had introduced a new Ordinance regarding short term rentals and the Association needed to supply information to the Town regarding the units being rented and owners needed to obtain permits and schedule inspections. Rosalind said a second part of the December email regarding parking had caused some confusion and the map was required by the Town and intended to help guests understand where to park. It was generally agreed the intent was for people to park close to their unit and if all spaces were occupied vehicles could be parked close to other buildings without any enforcement activities activated as long as a valid parking pass was on display. Rosalind explained the parking guidelines, which had been in place for some time, had helped to regulate parking and during the current winter season the parking situation had improved for all buildings. It was agreed parking had been less of a problem since enforcement had increased to limit skiers utilizing the parking spaces during the day.

Andy said short term rental guests also needed to be educated about trash disposal and closing garage doors and Rosalind said she had been talking to property managers and a copy of the rules and regulations needed to go to each renter as part of their packet of information.

Scott explained Waste Management could provide a 6 yard dumpster with side, sliding door openings, for \$348 per month with once a week pick up. It was agreed to immediately switch from the current 3 yard dumpster, costing \$345 per month, and arrange for additional Waste Management collections during peak times. Guests and owners needed to break down boxes prior to putting them in the dumpster. Rob said the Town was putting the burden of educating rental guests on the Associations instead of the owners who were benefiting from the income of the rental and attempts were being made to amend the Town's requests.

Rosalind asked if there were any additional items to be added to the Rules and Regulations. Scott agreed to circulate the existing Rules and Regulations to the Board requesting possible amendments and additions.

Rosalind said the next quarterly meeting would be April but if it was necessary to approve the Budget at an actual meeting instead of by email or Minutes of Consent Rosalind said she would schedule a short interim meeting just for the Budget approval prior to March 1.

The meeting adjourned at 4:45 pm.

Respectfully Submitted

Rob Harper,
Toad Property Management, Inc.