

**NOTICE OF THE PITCHFORK ASSOCIATION, INC.
ANNUAL OWNERS MEETING
December 18, 2024, 6:00 PM
VIA ZOOM**

Information on how to join the meeting via ZOOM is attached

You are hereby notified that the Pitchfork Association, Inc. Annual Owners' Meeting will be held via Zoom on December 18, 2024 at 6:00 PM. If you are unable to attend, please fill out and return the attached proxy form.

I (we) as owners of Unit _____ and member of the Pitchfork Association, Inc., hereby appoint the said person as my (our) proxy for the Annual Meeting of the Membership of the Association. Said meeting to be held December 18, 2024 at 6:00 PM via Zoom.

Please designate a specific member of the Association or your legal representative to vote as your proxy. That individual must be participating in the meeting for your designation to be valid. This proxy will expire 30 days after the Annual Meeting of the Owners.

I hereby designate the following person as my proxy:

() Scott Winget, Board Member

OR

() Property Owner in Pitchfork Association, named here:

As Proxy, said person may vote and/or take any other action I(we) would take, on our behalf, as if I(we) were personally present. This proxy will expire 30 days after the Annual Meeting.

Owner/Lot and Filing Number

Date

Email Address

PLEASE RETURN YOUR PROXY BY 5:00 PM, December 17, 2024 to:

alexander@toadpropertymanagement.com



TOAD PROPERTY MANAGEMENT
318 Elk Avenue | PO Box 2776
Crested Butte CO 81224
t: 970-349-2773 | w: toadpropertymanagement.com

AGENDA
PITCHFORK ASSOCIATION, INC.
ANNUAL OWNERS MEETING
December 18, 2024, 6:00 PM

- Call to Order
 - Proof of Notice
 - Roll Call/Establish Quorum
 - Approval of Past Minutes – December 13, 2023
 - Reports
 - Manager
 - Officers
 - Ratification of approved 2025 Budget
 - Election of Board of Directors (One Seat)
 - Old Business
 - New Business
 - Parking Committee
 - Design Review Process
 - Selection of 2025 Annual Meeting Date
 - Adjourn
- *A brief Board of Directors meeting will immediately follow*



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ZOOM Meeting Information

Toad Property Management is inviting you to a scheduled Zoom meeting.

Topic: Pitchfork Master Annual Meeting

Time: Dec 18, 2024 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/5548296044?omn=89265726801>

Meeting ID: 554 829 6044

One tap mobile

+17193594580,,5548296044# US

+12532158782,,5548296044# US (Tacoma)

Meeting ID: 554 829 6044

Find your local number: <https://us02web.zoom.us/j/5548296044?omn=89265726801>

If you are unfamiliar with a Zoom meeting, please contact the office and we will assist you prior to the meeting date or email

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24-25 Fiscal Year Budget Comparison

Properties: Pitchfork Association, Inc - PO Box 2776 Crested Butte, CO 81224

Account Name	2025 Approved Budget	2024 Ratified Budget	2024 Actual
Income			
Operating Dues	117,333.85	117,333.85	116,285.28
Miscellaneous Income	432.59	0.00	0.00
Short term rental income	5,000.00	5,000.00	3,900.00
Total Budgeted Operating Income	122,766.44	122,333.85	120,185.28
Expense			
Management fees	58,653.00	56,812.56	47,343.80
Insurance	5,402.59	4,500.00	4,098.92
Legal - General	2,200.00	1,000.00	1,020.00
ADMIN/OFFICE			
Accountant	625.00	500.00	1,211.98
General Admin: Filing Fees, Postage, Copies	1,000.00	1,000.00	753.58
Total ADMIN/OFFICE	1,625.00	1,500.00	1,965.56
REPAIRS AND MAINTENANCE			
Repairs and Maintenance - General	5,430.00	4,500.00	5,902.82
Total REPAIRS AND MAINTENANCE	5,430.00	4,500.00	5,902.82
LANDSCAPING / GROUNDS MAINTENANCE			
Landscaping/Grounds- general	4,500.00	6,000.00	4,318.79
Watering/Irrigation	1,300.00	1,400.00	1,202.96
Fencing	200.00	1,000.00	55.24
Total LANDSCAPING / GROUNDS MAINTENANCE	6,000.00	8,400.00	5,576.99
SNOW REMOVAL / SNOW PLOWING			
Snow Removal - General	29,000.00	32,540.00	24,870.76
Total SNOW REMOVAL / SNOW PLOWING	29,000.00	32,540.00	24,870.76
UTILITIES			
Utilities - Electric	234.60	260.00	191.03
Utilities - Water/Sewer	3,087.88	3,321.29	3,053.08
Total UTILITIES	3,322.48	3,581.29	3,244.11
Reserve Fund	11,133.37	9,500.00	0.00
Total Budgeted Operating Expense	122,766.44	122,333.85	94,022.96
Total Budgeted Operating Income	122,766.44	122,333.85	120,185.28
Total Budgeted Operating Expense	122,766.44	122,333.85	94,022.96
NOI - Net Operating Income	0.00	0.00	26,162.32
Total Budgeted Income	122,766.44	122,333.85	120,185.28
Total Budgeted Expense	122,766.44	122,333.85	94,022.96
Net Income	0.00	0.00	26,162.32

Monthly Partial Assessments =	\$ 15.27
Monthly Full Assessments =	\$ 102.18

Quarterly Reporting: Balance Sheet

Properties: Pitchfork Association, Inc - PO Box 2776 Crested Butte, CO 81224

Accounting Basis: Accrual

Account Name	Balance
ASSETS	
Cash	
Checking	12,046.86
Reserve - General	21,791.30
Total Cash	33,838.16
Accounts Receivable	11,300.50
Prepaid insurance	1,510.47
TOTAL ASSETS	46,649.13

**PITCHFORK ASSOCIATION, INC.
ANNUAL MEETING OF OWNERS
DECEMBER 13, 2023 - VIA ZOOM**

Alex Summerfelt called the meeting to order at 6:05 p.m. Alex of Toad Property Management confirmed that notice of meeting had been mailed on December 3, 2023 and there was a quorum.

Roll Call/Establish Quorum

Members Present by Zoom:

Kathryn Keller	414 Horseshoe
Melissa Veranghe	416 Horseshoe
Matthew Shipps	418 Horseshoe
Don Wiseman	103 Big Sky
Zachary Guy	103 Pitchfork
Chris DeFrates	104 Pitchfork
	105 Pitchfork
Emilee Gaebler & Peter Dopchev	106 Pitchfork
Vickie Hormuth	108 Big Sky
Grant & Sara	110 Big Sky
Sam Eberle	201 Pitchfork
Kyle & Lauren Koelliker	505 Horseshoe
Shawn & Kat Harrington	508 Horseshoe
Katie Lyons	Unit C, Lazy S Condos
Scott Harris	Unit E, Lazy S Condos
Corey Dwan	101 Tin Cup
Scott Winget	104 Big Sky
Kristina	104 Horseshoe
CDK Family Investments	106 Big Sky
Don Wiseman	107 Big Sky
Vickie Hormuth	108 Big Sky
Diana Gibson	118 Big Sky
David O'Brien	203 Horseshoe
Christi Wuller	204 Pitchfork
Brian	205 Horseshoe
Nancy	301 Horseshoe
Steve Daniels	302 Horseshoe
	303 Horseshoe
	304 Horseshoe
Katie Penfield	305 Horseshoe
Megan Bach	316 Horseshoe
Amy Crump	320 Horseshoe
	401 Horseshoe
Pete Weber	402 Horseshoe
Steve Otero	405 Horseshoe

Roger & Debbie Long
Steve Morris

408 Horseshoe
501 Horseshoe

Alex Summerfelt
Rob Harper

Toad Property Management
Toad Property Management

Proxy to Don Wiseman
Troy Russ

105 Big Sky

Proxy to Kathryn Keller

207 Horseshoe

Megan Bach made a motion to approve the November 9, 2022 meeting minutes. Kathryn Keller seconded the motion and it was unanimously approved.

Alex Summerfelt introduced himself and said he had been responsible for the management of Pitchfork since June. Alex encouraged owners to reach out to him with questions or concerns.

Alex explained improvements were being made to the website to help owners with information about parking or easements, etc. Alex said he would also be setting up meetings so that the Master Board and the Boards of the three sub-associations within Pitchfork would get together twice a year to share information and work together. Alex explained an annual fee structure would be discussed by the Board for short term rentals as that would make the process less burdensome on the owners or property managers.

Alex cautioned owners against using basement spaces as bedrooms. The Covenants stated the number of bedrooms for specific units and it was essential to have a secondary exit route during an emergency.

Alex stressed the need to protect snow storage easements and said some landscaping was encroaching on those easements. As the Association reached full buildout it was becoming difficult to find enough space to store snow and all of the snow storage easements were essential in the effort to reduce hauling costs to take snow away from Pitchfork. Landscaping planted within snow storage easements or encroaching on those easements might get damaged or destroyed by the snow plows. Steve Daniels said some trees planted by the Association or required by the Association/Town were within snow storage easements. Don Wiseman said the Town acknowledged some mistakes were made when landscaping was requested or planted and it might need to be addressed in the future on a case-by-case basis. Rob Harper said owners would not see a sudden change in existing landscaping and efforts would continue to be made to utilize all the snow storage options.

Alex explained owners wanting to make changes to their property needed to reach out to Toad and obtain approval from the Board to make some changes.

Alex thanked the Board for their hard work during the year.

Don Wiseman said he would be stepping down from the Master Board and Don encouraged the Board or owners to reach out to him with questions. Don said he would continue on the Parking Committee and the Townhomes Board. Kathryn Keller said she would also remain on the Parking Committee but would step down from the Board. Rob Harper thanked Don and Kathryn for all their work on behalf of the Association.

Alex Summerfelt said a 2024 Budget, approved by the Board, had been circulated with the annual meeting documents. Alex explained the 2024 Budget included a 19.26% increase, making dues \$102.18 per month, per unit instead of \$85. The increase was primarily driven by insurance premiums, utility costs and snow removal costs. Alex said it would be necessary to haul more snow during the Winter due to less vacant lots being available for snow storage. Alex explained the actual expenses for 2023 and how the 2024 Budget had been established. Rob Harper said the perimeter fence had been repaired as an Association expense as it was not easy to determine exactly who was responsible for cutting the fence. Rob and Alex confirmed Toad was actively researching snow storage options as well as options to lower insurance premiums for the common areas.

Don Wiseman explained Bill Coburn had agreed to Lot 13 being once again used for snow storage. The lot would need to be cleared of snow and trash by May 1, 2024. Don said the Housing Authority had agreed that Lot 34 could be used for snow removal for another year. Plans had to be put in place for the future when Lot 13 or Lot 34 were developed and no longer available for snow storage.

Scott Winget made a motion to ratify the 2024 Budget as presented. Megan Bach seconded the motion and it was unanimously approved.

Alex Summerfelt said Lishka Blodgett and Scott Winget had volunteered to join the Board. Lishka Blodgett and Scott Winget were introduced. Kyle Koelliker volunteered to join the Board.

Scott Harris made a motion to appoint Lishka Blodgett to the Board. Troy Russ seconded the motion and it was unanimously approved.

Scott Harris made a motion to appoint Scott Winget to the Board. Kathryn Keller seconded the motion and it was unanimously approved.

Kat Harrington made a motion to appoint Kyle Koelliker to the Board. Corey Dwan seconded the motion and it was unanimously approved.

Alex said there would be a short Board meeting immediately after the annual meeting.

Kat Harrington asked if any progress had been made having people alternate sides of the street to park. Alex Summerfelt said new signage had been added and people were

following the new rules and the snow removal crew was reporting a big improvement. Alex said there were no plans to change parking regulations near the front entrance of Pitchfork and Don Wiseman would speak more about that later in the meeting as well as discussing speed limits.

Don Wiseman gave a Parking Committee report and said he would be available to answer any questions. Don explained the Parking Committee consisted of Don Wiseman, Kathryn Keller and Corey Dwan. Don said, after extensive work and research, a detailed report was being prepared and would be sent out to all owners early in 2024. Owners would be asked to complete a survey.

Don said public parking had been discussed by the Committee with the Town of Mt. Crested Butte and efforts would be made to have public parking removed from Pitchfork. The impact of public parking was not easy to identify. However, some non-owners or residents, parked on the roads and did not move a vehicle for days which caused snow removal issues. Some owners/residents were also guilty of not moving vehicles during the Winter and that also needed to be addressed. A permit process, including guest permits, might have to be implemented to help with snow removal and keep areas clear for emergency vehicles.

Don said the Town appeared to be receptive to changes and improvements and it might be possible to have Town consider lower speed limit signage throughout Pitchfork.

Kathryn Keller encouraged interested owners to join the Parking Committee.

Alex Summerfelt confirmed it would be necessary to submit a Design Review Request prior to installing a hot tub.

Alex said the Board would discuss the storage of trash cans and recycling bins. Labelling trash cans and recycling bins would also be beneficial.

Concern was expressed about people not picking up after their dogs during the Winter months.

Concern was expressed that some owners were not clearing snow away from gas meters and stressed the need to protect the gas meters from ice and snow.

The next meeting was scheduled for December 4, 2024 at 6:00 p.m. (MT).

At 7:30 p.m. Corey Dwan made a motion to adjourn the meeting. Sam Eberle seconded the motion and it was unanimously approved.

Prepared by Rob Harper of
Toad Property Management, Manager of
Pitchfork Association

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