**SNOWFALL POINT CONDOMINIUMS ASSOCIATION**

**BOARD OF DIRECTORS SPECIAL MEETING**

**WEDNESDAY, JANUARY 22, 2025 4:00 P.M.**

**VIA ZOOM**

 Board Members by Zoom: Sonja Wendt

Kathie Turner

Phil McPherson

Association Manager: Brandon Cvilikas, Toad Property Management

 Bayliss Baker, Toad Property Management

 Ariston Awitan, Toad Property Management

Brandon called the meeting to order at 4:08 p.m. and confirmed there was a quorum.

Sonja made a motion to approve the minutes of the August 29, 2024 meeting. Kathie seconded the motion and it was unanimously approved.

Brandon introduced Bayliss and Ariston who had recently joined Toad.

Prior to the meeting a financial report had been circulated to the Board. Brandon explained the timing of the roof screw and glue and chimney inspections had resulted in additional snow removal. Brandon agreed to break out the expenses so that the roof screw and glue and the chimney inspection were put in separate line items and not grouped as one invoice. Concern was expressed about the work being performed so late in the season. Brandon said the work had gone ahead to prevent additional damage during the Winter. Attempts had been made to get the contractor there earlier. A detailed report would be provided to the Board for review. Efforts would be made to get the contractor out in the Summer to avoid future delays.

Brandon explained some associations had performed roof snow removal following the large amount of snow received in November 2024. Brandon agreed to check if every unit had been inspected and caulking performed or if it was only Unit 9 which required attention.

Brandon said the expense from Dietrich Dirtworks, approximately $12,828, was an expense for the special assessment and not general operating expenses.

Brandon said the chimney inspection expenses would be broken out as not all units had operating fireplaces.

Brandon confirmed the Association currently had $20,758.26 in the Checking Account and $16,752.57 in the Reserve Account. All owners had paid the $9,100 special assessment.

Brandon said he thought the work was completed at the rear of the building and seed had been put down despite the Association deciding not to put seed down. Brandon agreed to follow up and report back to the Board. Concern was expressed about a pile on the bank below the Villas. Brandon agreed to confirm it was a snow pile and not a dirt pile. Brandon agreed to review the Contract and confirm the Warranty period for the Dietrich Dirtwork project. Concern was once again expressed about the work starting so late and incurring additional expense for snow removal. Kathie said the snow removal had been for snow piled up from the prior Winter as the area was extremely shady.

Attempts would continue to get the Drake Austin and Dietrich Dirtwork invoices reduced. Brandon explained Nick had left the company but Toad would continue to follow up on communications and invoices.

Bayliss said he would reach out to the owners of Unit 10 and check they had been receiving prior communications from Nick about the foundation and drainage. The drainage had been rectified but as drainage issues had been a prior issue it was necessary to establish how to move forward, an Association expense. Concern was expressed about the landscaping plan for the project above Buildings A and B, The Peaks, and it was agreed it was necessary to continue to follow up with the Town. Brandon said he would reach out to the Town to confirm if everything had been completed according to the plans and the Town had signed off on the project.

Brandon confirmed the snow removal by machine occurred after 4 inches of snow was shown on the Pow Cam. Concern was expressed about the efficiency of the BobCat work and Brandon said he would follow up.

Brandon confirmed CB Electric had completed some work on the Building A electrical but a “doghouse” would be added after the Winter once it was determined if the work resolved the issue for Unit 4. New technology would probably be necessary to resolve the issue long term.

Sonja asked for more detail on the weekly Friday updates so long term projects could be monitored. Work Orders would be used for the new maintenance projects. Brandon encouraged the Board to reach out to him with questions.

Ethan of Toad would continue to follow up and obtain an additional bid for stucco. One bid had already been obtained. For the roof replacement cost for the Capital Plan it would be acceptable to use an actual expense for a nearby association which consisted of two buildings. It was generally agreed the Capital Plan needed to be updated.

Kathie said the railings had been stained but the benches had not been stained and required attention. Brandon agreed to follow up so the work could be completed in April, weather permitting, or earlier if necessary.

Kathie said Unit 6 renters frequently used parking in front of other units and that created a problem for Waste Management. The owner of Unit 6 had spoken with the renter but a vehicle had then been parked in front of the dumpster area making the problem worse for Waste Management. Brandon said he would follow up with the owner. Additional signage could be added if necessary.

A Christmas tree had been left by the dumpster. Brandon agreed to follow up with the maintenance team and have the tree disposed of in the most cost-efficient manner.

A recap of the meeting included information regarding the screw and glue, chimney cleaning for units, confirmation of the units which required caulking, checking the dirt pile below The Peaks, checking the Dietrich Dirtworks invoice/work, work with the Town regarding The Peaks original plans, Christmas tree removal and obtain new bids for the Capital Plan, contact Unit 10 owner and repair and/or stain benches, in the Spring if it could wait.

A status report would be provided to the Board on Friday 24th.

At 5:05 p.m. Sonja made a motion to adjourn the meeting. Kathie seconded the motion and it was unanimously approved.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prepared by Brandon Cvilikas

Toad Property Management