

**SNOWFALL POINT CONDOMINIUMS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, JUNE 1, 2022 3:00 P.M.  
VIA ZOOM**

Board Members by Zoom:      Sonja Wendt  
   Jody Gunsolus  
   Phillip McPherson

Association Manager:              Joe Robinson, Toad Property Management

Joe called the meeting to order at 3:08 pm and confirmed there was a quorum.

Sonja made a motion to approve the minutes of the May 3, 2022 meetings. Jody seconded the motion and it was unanimously approved.

Sonja asked to change the order of items on the Agenda and Joe agreed to give an update from Toad Property Management.

Joe explained work would be starting on the regrading, filling holes and seeding between the two buildings and at the back of the buildings. The cost was estimated at \$1,200. The exterior board at Unit 7 had been replaced, and Joe said it looked good. Prior to the meeting, Joe had circulated a partial bid for the sewer line replacement between Units 7 and 8. The cost was \$6,800. The bid did not include asphalt repair patching once the work was completed and the very rough estimate for that work was \$1,000 to \$1,500. It was agreed to proceed with the work, with funds used from the Building Maintenance line of the Operating Budget.

Prior to the meeting, Joe had circulated a year to date financial report through the end of May. Joe said there was \$216,000 in the bank, and expenses were currently running under budget.

Sonja made a motion to transfer \$11,535 to the Reserve account from the Operating account in accordance with the Budget. Phillip seconded the motion, and it was unanimously approved.

Sonja explained the Architecture Committee had recommended painting and cleaning up the wooden handrails and the metal railings for an estimated cost of \$9,600. Joe said that painting the metal railings would cost approximately \$7,600, with Complete Coverage performing the work. Toad could paint the hand handrails and the end caps for a cost of approximately \$2,000. Joe explained some funds could be taken from the Operating budget, with the balance being a Capital expense. Phillip suggested making the end caps larger, and Joe agreed to obtain a quote for wider boards and bracing so the cap would be usable. Jody expressed concern about snow shedding, and Joe agreed to research the issue and report back to the Board.

After discussion, Sonja made a motion to spend up to \$7,600 from Capital for the painting of the metal railings. Jody seconded the motion, and it was unanimously approved.

Joe agreed to reach out to Complete Coverage to schedule the metal railing work. The work on the end caps would be an Operating expense. Jody agreed to notify the Architectural Committee of the Board's decision.

Sonja explained a \$50 per month dues increase had been discussed by the prior Board. Sonja expressed concern that, with increasing costs, a \$50 dues increase might not be sufficient unless some operating expenses could be reduced. Joe said the draft Budget included the \$50 per month increase. Joe explained Mountain West was waiting for CAU to respond prior to providing a quote for insurance renewal, however insurance costs continued to increase throughout the valley.

It was generally agreed more owners would participate in the annual meeting if the meeting was via Zoom, and it was agreed to remove the \$250 from the draft 2022-2023 Budget for annual meeting expenses. Joe explained costs continued to increase for contractors and the Repairs & Maintenance figure had been increased. As the parking lot paving project was anticipated for Spring 2023, it was agreed to not include any driveway maintenance in the draft Budget. The line item for landscaping to maintain the new grass area at the back of the building was reduced to \$1,500. Joe explained that costs had increased for the weekly trash and recycling pickups by Waste Management.

Joe explained that lending institutions preferred to see at least 10% of annual operating expenses to be transferred into a reserve account. By reducing the Budget line items as discussed, the operating expenses would be approximately \$5,000 higher than the prior year which would be a \$30 per month, per unit, increase to cover those costs. Monthly dues for neighboring properties were reviewed. Phillip suggested keeping dues at the current level as a special assessment would be necessary in the near future and less money could go to the reserve account. A prior Board had proposed keeping \$50,000 in the reserve account at any time. Any dues increase would be effective from August 1, 2022, and the first invoice would be in October. Concern was expressed about having another dues increase and a special assessment in the same budget cycle, and it was agreed any excess funds from a dues increase would reduce the amount of the special assessment.

After a long discussion, Phillip made a motion to adopt the Budget with a \$30 per month, per unit increase. Sonja seconded the motion, and it was unanimously approved. Joe agreed to amend the Budget to reflect the discussion and circulate to the Board for one final review prior to the Budget being circulated to owners with the annual meeting documents. Joe also agreed to add the capital expense item to the Budget sheet.

Sonja asked a note be added to the Annual Meeting Agenda to remind owners of the \$14,000 paving special assessment targeted for April 2023. Phillip confirmed he would be willing to volunteer for a new term on the Board. Phillip agreed to submit a short paragraph to introduce himself. It was not known if there were any additional owners interested in joining the Board, and Joe agreed to send an email to all owners notifying them of the election and inviting owners to volunteer. Sonja said the work of the two Committees should be acknowledged at the Annual Meeting.

Phillip left the meeting.

Joe said he had received an email from Pella confirming a ship date to Colorado Springs of June 27, 2022. An actual start date for installation was not yet known but would be after July 11, 2022. Once a start date was known, all owners would be notified.

Prior to the meeting the 5 year capital plan had been distributed to the Board. It was agreed the plan did not need to be circulated to all owners at this time but could be discussed at the Annual Meeting.

Sonja said Roy had suggested the purchase of a folding picnic table to be placed at the rear of the building.

Joe said legal fees had been incurred as part of the agreement with Pella. The legal fees so far were approximately \$6,126.

It was generally agreed it was not necessary to have a Board meeting prior to the Annual Meeting, and the Board would meet briefly following the Annual Meeting with the newly elected Board member

Joe agreed to circulate an email proposing July 20<sup>th</sup>, 27<sup>th</sup>, August 10<sup>th</sup> or 17<sup>th</sup> as potential dates for the next Board meeting.

Jody made a motion to adjourn the meeting at 4:52 pm. Sonja seconded the motion and it was unanimously approved.

---

Prepared by Joe Robinson  
Toad Property Management