

**BASIN MOUNTAIN VILLAGE ASSOCIATION, INC.**  
**Meeting of the Board of Directors**  
**February 25, 2025 – 3:00 PM**  
**Via Zoom**

Present: Larry Newman  
Jerry Danni  
Brett Silverstein

Others Present: Jesse Kajar  
Wendy  
Kimberly Baldwin  
Scott Schofield  
Erin Dicke, Toad Property Management  
Bayliss Baker, Toad Property Management  
Ariston Awitan, Toad Property Management

Larry called the meeting to order at 3:01 p.m. and Erin confirmed the meeting had a quorum. Erin said notice of the meeting had been sent on February 20, 2025.

Jerry made a motion to approve the minutes of the October 22, 2024 and December 10, 2024 meetings. Brett seconded the motion and it was unanimously approved.

Prior to the meeting a financial report as at January 31, 2025 had been circulated to the Board. February snow removal expenses were not known at this time. Other expenses appeared to be in line with the Budget. Erin agreed to check with the accounting team to determine when accrued funds were moved between the accounts. Erin confirmed all special assessments had been paid by the due date in 2024.

Erin explained the accounting team would have financial reports prepared by the 15<sup>th</sup> of each month, current to the end of the prior month. Those reports would be in the AppFolio board portal each month. Larry asked that notice of Board meetings include copies of the most recent meeting minutes together with a financial report.

Larry confirmed Lacy Construction continued to perform the machine snow removal as the contract with Lacy had not been terminated by their cancellation date. Buckhorn Ranch had a new contractor, Dietrich Dirtworks, and the Board could switch in the future if necessary. Snow removal during the early season storm had not been very good and during the large recent storm it had been necessary for the Lacy plow driver to return multiple times to keep up with snowfall. Some vehicles had to be moved to allow the plow to clear common areas. Vehicles parked on driveways had sometimes prevented the plow driver from clearing snow from those driveways. Some walkways had not been cleared of snow and Erin agreed to follow up with the ground snow removal team.

Snow sliding from the back roof of a building had built up against windows and had to be cleared. Toad had identified several additional areas which would benefit from the roof snow being removed, approximately 20 hours of work. After discussion it was agreed Toad would clear some snow away from the windows and continue to monitor.

Erin explained ice dams had formed in several locations on roofs and as temperatures were expected in the 50s by the weekend large sections of ice might come down and cause damage to lower roofs or windows. Erin agreed to take a video of the main areas and also obtain an estimate from the roofing contractor for the removal of ice and snow from some roofs. Erin said there had been a lot of large temperature swings during the winter which had resulted in more ice build-up. Brett suggested researching heat tape for some roof valleys to prevent the problem in the future.

Larry said some Buckhorn Ranch owners had expressed concern about exterior lighting being left on for extended periods of time. Erin agreed to draft a reminder to owners and management companies to turn off exterior lights and move vehicles for snow removal. The email would be sent out in advance of the Spring Break visitors.

Larry said he would continue to work on design for gas meter covers and back stairs. Also, he was working on preliminary plans for common area drainage, especially in front of Unit 231. The Developer might be willing to share in the cost of those projects. Kimberly Baldwin said the sewer clean out for her unit was under the back stairs and Larry said that would need to be considered.

Wildflower seed had been spread after Thanksgiving. Owners needed to be alerted to the wildflowers so they did not confuse them with weeds and pull the new plant.

Asphalt sealing would be a project for the Fall and owners would be notified of the date for the work. MacDonald Paving would be willing to do the work and the work should be scheduled but other bids could also be requested.

Larry said in his opinion some garage doors and some exterior painting needed to occur during 2025. Erin explained painters were very busy and it was essential to get onto a painter's schedule. A multi-year schedule for phasing the exterior painting could be prepared. The black stain had been identified as an area of concern and Erin said a painter had recommended several coats of the product. Erin agreed to reach out to Mike Keith of Complete Coverage to make a walkthrough and identify areas of concern and a potential cost. Erin would also reach out to other contractors.

Kimberly Baldwin said there was some stucco damage at Unit 197D and Erin agreed to follow up and have the area inspected.

Larry said the County required new construction to prohibit grass within two feet of any building to reduce fire danger. The Board could consider a gravel pad around buildings if required.

Erin agreed to reach out to window cleaning contractors so the exterior windows could be washed during 2025.

Larry stressed the need for dryer vent cleaning to be carried out at least every two years. Bayliss said he had reached out to multiple contractors and anticipated the cost would be approximately \$100 to \$150 per unit. As the contractor would require access to all units it was agreed the work should be scheduled for April. Bayliss said a contractor would be available for a site visit in the next week.

At 3:52 p.m. Jerry made a motion to adjourn the meeting. Brett seconded the motion and it was unanimously approved.

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Prepared by Rob Harper, Toad Property Management