



BEAR HOLLOW RIDGE

**2019 ANNUAL MEETING Minutes
December, 12, 2019 at 6:00 pm MT
Summit County Library, Kimball Jct. Branch, Rm. 133**

I. CALL MEETING TO ORDER. 6:09pm

II. ESTABLISH A QUORUM

In Person

Dennis & Rosemary Steed 2405
Norton & Meg Schlachter 2301
Jenny Roberts 2101
Dan McBride 2202

All Seasons Staff

Carissa Nosack – HOA Manager
Mike Williams – Maintenance Manager
Mike Howe – HOA Controller
Garrick Malin – HOA Controller
Gina Covino – HOA Administrator

Via Proxy

Thomas Cushman 2103
Alberto Bravo 2203
David West 2204
Trent Johnson 2205
Mike Space 2206
Rebecca Dover 2207
Tricia Bothmer 2303
Stan Smith 2304
Thomas Linton 2306
Scott Simpson 2307
James Johnson 2401
Sandy Glynn 2403
Ashley Ferguson 2404

III. ADDITIONS TO AGENDA None

IV. OLD BUSINESS

A. Approval of 2018 Meeting Minutes

Jenny motioned to approve, Dan 2nd, motion passes.

B. HOA Manager Update

New staff includes Carissa Nosack as HOA Manager and Garrick Malin as the new HOA Controller.

C. Maintenance Report

Bear Hollow Ridge Routine Maintenance

Daily

Check garage doors for proper operation (timer 30 sec./safety)

Check on boiler for proper operation during cold season

Walk property/patrol garage and parking lot

Weekly

Clean elevator

Clean walkways

Clean sidewalks

Clean garage area

Clean dumpster

Spring

(Mar-May)

Power-wash garage

Turn on sprinklers

Assess building for capital improvements

Turn off heat cable (April 1st)

Landscape assessment

Summer

(June-Aug)

Property improvements

Capital improvement projects

Pressure wash walkways

Pressure wash courtyard

Fall

(Sept-Nov)

Power wash garage

Turn on heat cable (Nov 1)

Blow out sprinklers

Clean up foliage

Winter

Remove snow as needed

Completed

1. Rusted metal framing brackets treated and painted in courtyard.
2. Cultured stone repaired and sealed around columns in courtyard.
3. Garage doors repaired and updated with new Miller safety strips.
4. Removed personal items from garage.
5. Power washed garage and siding.
6. Boiler repairs as needed.
7. Heat cable turned off in the Spring and turned on in Nov.
8. Roof penetrations painted to match roofing.
9. Respond to homeowners and tenants for repairs and emergencies.
10. Estimates obtained for ceiling repairs, walkway spalling repair, and Ext. wood stain
11. Walk through garage door keypad installed and several hinge repairs
12. Painted handrails
13. Routine Maintenance (see attached)

In Progress

1. Routine and Preventative Maintenance
2. Snow removal as needed
3. Respond to owners and tenants' maintenance requests

Future Projects

Budget dependent (fix spalling on walkways, stain exterior wood, treat rusted metal on steps)

V. NEW BUSINESS

A. Spa Lease Agreement

The SPA is located on BHR property, but all of the utilities are located within the neighboring property LBH. Both properties have use of the spa and share in the expenses to maintain. This has not been effective between the 2 associations and BHR has proposed a change to the agreement. Homeowner survey results show BHR residents do not use it often enough to justify the expense.

A new spa agreement was drafted and sent to the neighboring Board at LBH. The Board is seeking to absolve the association of all financial responsibility for this amenity where BHR has no control over its operation.

B. Reserve Study

The reserve Study has been completed and has been posted on the HOA website.

<https://www.allseasonsresortlodging.com/hoa/bear-hollow-ridge/>

Click [HERE](#) for access.

Please contact HOA Manager Carissa Nosack if you have any questions regarding the study.

cnosack@allseasonshoa.com

C. Financials

1. 2020 Budget

The Budget was unanimously approved by the Board and includes an 11.68% dues increase, which is under the 15% maximum allowed under the CC&R's. Four percent of the increase is due to inflation and increases in expenses for repair/maintenance and utilities. The majority of the increase is allocated to increase capital reserve funding from \$13K to \$27K.

2. Assessment Increase & Special Assessment

The Board agreed with the results of the reserve analysis. The capital reserves are underfunded with a capital reserve balance of \$13K.

Careful consideration was taken to determine the minimum special assessment amount of \$65K. It is an adequate amount for recommended projects to take place that preserve/maintain the life of the components and help to slowly grow the funds for Association to be prepared for larger maintenance expenses as the property ages.

A combination of raising dues and a special assessment are the only way to accomplish keeping the Association in a financially stable situation, to maintain marketability, real estate values and reasonable HOA dues.

3. Project Approval (2nd & 3rd Floor walkways)

The dollar amount of these projects in relation to the revenue exceeds the Boards authority without at 51% approval vote from the community.

D. Board of Directors Election

Eric Stein was elected to the BOD.

E. Vote on Special Assessment and Capital Project

While 61% of the community voted in favor of the walkway capital project, only 48% of the community voted to pass the special assessment. The Association is 2 homeowner votes shy of the required 51%.

The Board will make efforts to collect the additional votes needed in the weeks following the meeting. If they are unable to obtain the votes, they will special assess the minimum allowed of \$12,500, which is no more than \$500 per unit.

VI. ADJOURNMENT 7:06pm