

Frisco Bay Townhome Association

Annual Meeting
September 24, 2022 2:00 PM

Location
Webex

Minutes

- I. **Call to Order** - Meeting was called to order at 2:04 PM.
- II. **Introduction of those present and determination of quorum**
Quorum is met with 15 units represented in person and 13 by proxy. Representing WPM, Taylor Edmonds.
- III. **Approval of Annual Meeting Minutes – 2021**

RESOLUTION: Upon motion made, duly seconded and passed unanimously, the owners resolved to approve the Board Meeting Minutes as presented.

- IV. **President & Management Report**
 - Paul reviewed several of the HOA's projects completed in the last year. The HOA's future projects remain on track.
 - Work days recap 2022 - The sign painting and work done to the entrances looks good from the spring work day. The additional much looks really nice as well. At the fall work day the Board provided a screen repair station and instruction. Several owners took advantage of this. Mark Crowder prepared lunch for those at the work day. The owners and Board appreciated the effort and thanked Mark for his hospitality.
 - Leaking garage roofs - The last 11 garage flat roofs are underway right now. Due to supply chain holdups, this project was delayed and unfortunately will be paid in the 2023 Fiscal year (budgeted in this year).
 - Paul updated the owners on the portion of CDOT sale proceeds the HOA thought they would need to pay taxes on, if not used. The HOA found a way to keep the funds and not pay taxes. More on this below.
 - Fence removal - This was completed last year and helped open up the areas behind the units. There are a couple areas where the old fence blocked the view of the Highway, which the new wall does not. The Board discussed adding trees in some of these locations.
 - Painting was completed late last summer and is looking good. The originally planned paint was not available and looked to push this into the next year. The painter did find a higher grade of paint and the project was complete. This more expensive paint should last longer, offsetting the cost difference.

- The HOA had the roofs inspected and some light repairs completed. This report was favorable. It has the roofs lasting longer than the reserves study expected, giving the HOA a bit more time to save.
- Adding trees was discussed further. In addition to some of the now-exposed areas at the ends of the wall, the Board discussed adding trees in the area between the overflow lot and the highway. An owner commented that some trees could grow to block the view of the bay and would be undesirable. The Board will keep this in mind.
- Foundations have consumed much of the Board's time. This will be reviewed further in a later section.
- The Board is aware of the condition of many of the decks (too far worn/weather beaten to hold paint well). This issue is inconsistent throughout the HOA. With the decks scheduled to be replaced in several years (when the funds will be available) there's not too much the Board can do now. There are reserve funds set aside for the decks this year. This is not enough to do much replacing, but it may be enough to get the decks in a good enough condition to hold off replacements until it's in the budget.
- The Board is looking into adding heat tape to the drain on the 900 side so the north facing lower garages won't have as much ice buildup.
- A future project, possibly during a work day, is to reinvigorate and/or add some nice communal outdoor areas. This could be to reinvigorate the one on the 400 side, maybe move it, and add a spot on the 900 side.
- Consistent issues reminder - Please make sure any renters, short or long term, know the HOA's rules. Common issues from owners and renters are improper dumpster usage, not picking up dog waste, dogs off leash and no parking passes in vehicles.
- As a reminder, all trailers in the overflow lot need to be removed by October 1, or they may be towed.

V. Financials/Draft Budget

- **Balance Sheet & Income Statement – August 2022**
 - Balance Sheet – The HOA has \$85k in Checking and \$149.3k in Reserves.
 - Income Statement – Year to date the HOA is about \$16.4k under budget. Savings was seen in many lines, particularly the Bldg Maintenance and Roof Snow Removal lines. Much of this was how the work fell; a lot of building maintenance in 2021, much less needed in 2022. In 2021 Bldg Maintenance was \$6500 over budget.
- CDOT land sale - The past couple years this has been a different discussion. At that time the belief was the HOA had to spend the \$63k portion of the proceeds, or pay taxes on it. The Board found a way to keep all of these proceeds. This is only on paper, but the HOA “refunded” the \$63k equally to the owners and then “special assessed” the owners for the same amount.
 - Owners will see this on their ledger. This was on paper only. This had zero net change to the owner's ledgers.

- **Budget Ratification 2022/23**
 - Operating Expenses - These items are somewhat straightforward. Many of the lines are contracts that have known increases each year. Several line items were increased with the higher inflation we are seeing.
 - Reserve Expenses - \$30k was added for work on the decks. Deck replacement is needed for some units and not for others. The finances don't allow for new decks in 2023. The funds are to get the HOA's decks in good enough condition so they can wait a few years before committing to replacing all decks.
 - Operating Income - As discussed above, the dues to reserves needs to be increased per the reserve study, this budget has a 5% increase. Additional adjustments can be made in following years, to keep on track with what the study recommends. The study suggests dues to reserves to be \$120k/year. This year's increase does not get the HOA to \$120k, but it is very close. This gets the HOA to \$105k in dues to reserves in 2022/23 from \$102k this year. Future dues increases to offset inflation will be needed regularly.
 - Reserve Study - This looks at the portion of the HOAs dues going to reserves and the reserves balance, as it relates to long term capital expenses (30yrs). The study gives the HOA suggestions on how to change the dues to reserves to accomplish the long term funding goals of the HOA. With the increases in the past years the HOA is very close to where they need to be for the scheduled future projects.

RESOLUTION: With no owner submitting a veto, the 2022/23 Budget was ratified.

VI. Other Business

- Owners comment the trex deck, that many units had installed after the small roof under it was repaired, has held up well. This is a product the Board has been discussing for the future deck replacement. It was also suggested that the owners be surveyed on if they would prefer to pay a special assessment and receive all new decks earlier or can the owners wait a few more years (maybe 5yrs) before replacing the decks.
- Foundation leaks - Details on the issue have been communicated in emails, on a Q&A online meeting and at the Annual Meetings, please see past HOA minutes for more.
 - After working with an HOA law firm, the main item the Board has to communicate this year is that the foundations are an owner responsibility to maintain and repair. The HOA's Declarations don't allow the HOA to assess owners for this component. If your unit experiences a leak, please report this to the Board. They can help owners get in touch with each other on the repairs, hopefully making it less expensive and disruptive.
- EV charging was brought up. There were comments on grants for EV charging. This is on the HOA's radar, but not one being planned soon.
- An owner commented that if the roofs will be replaced in five or so years, why not add a Tesla roof, or solar panels as another owner suggested. This is something the Board will consider.

VII. Election

- This year there are two seats up for election. Kari Rutan (incumbent), Fran Blackburn (incumbent) and Lauren Cummings have agreed to run the Board seats. With three candidates running for two open seats, the election will be held after the meeting. Since the Annual Meeting is being conducted virtually, there is not a good way to conduct an election during the meeting. An email ballot will be emailed to all owners after the Annual Meeting.

VIII. Schedule Next Meeting

Board Meeting - November 2, 2022 at 4:00p

Annual Meeting/Board Meeting - September 23th, 2023 at 2:00p

IX. Adjournment

Meeting is adjourned at 3:30p