

**Shock Hill Landing**  
**2021 Annual Meeting Minutes**

Tuesday, March 23rd, 2021 - 3:00 PM MST

[Virtual GoToMeeting](#)

**Shock Hill Landing Board of Directors**

- Dan Burns - Secretary
- Dayna Murphy – Treasurer
- Raymond Bracy – Member at Large

**Alpine Edge Representatives**

- Steven Frumess – HOA General Manager
- Brett Gunhus- HOA Assistant Manager
- Robin Dew – HOA Accountant
- Robin Hoffmann – HOA Administrator

**I. Welcome**

A. Roll Call; Establish Quorum

Todd Roberts, Ray Bracy, Dayna Murphy, Mike Murphy, and proxies provide Quorum.

B. GoToMeeting Protocol

Brett Gunhus provided attendees with GoToMeeting protocols and provided instruction on the chat function.

C. Review of 2020 Annual Meeting Minutes

1. Vote for Homeowner Approval

Ray Bracy motioned to approve 2020 Annual Meeting minutes; Todd Roberts seconded. Motion passed unanimously.

D. Real Estate Market Report for Shock Hill

Steven Frumess advised Shock Hill Landing was built 2013-17 and sold for \$1.65-\$1.85m. As of end of 2020 114 Union Trail sold for \$3.4m. It is prudent to continue to keep sight of CapX and landscaping to get price points for owners that sell.

**II. Old Business – Steven Frumess**

A. Routine Maintenance

## 1. Snow Plowing and Shoveling

Steven advised Alpine Edge currently subcontracts with Better Views Landscaping for all of the association's plow and shovel needs. The scope for plowing within the association is maintenance of Union Trail and all 16 driveways and entry walkways. This will occur on applicable plow days, which means that it has snowed at least 3" before 12 pm that given day. During days where it snows heavily in the afternoon and evening, the plow contractors will be out first thing the following morning.

Association management is also responsible for shoveling all flagstone walkways up to the main entry of your home. All snow should be cleared from the entry of your home to the driveways, to allow for easy accessibility to and from the association.

We may periodically request cars to completely move from the driveways if it has been obstructed for several snowstorms and we would like to take care of ice buildup, but this will be a rare occurrence.

Dependent on snow accumulation from year to year, we may also require snow hauling and storage push backs which is budgeted for, but not used annually. It really just depends on the given snow year.

Ray Bracy advised a hole by the sewer Spring last year, the Town repaired.

Mike Murphy asked if the snow plowing is a fixed rate or by snow basis. Management advised it is set on a monthly contract.

Dayna Murphy asked what other associations use Better Views and Management advised Shock Hill Overlook, Landings, Cottages and Cucumber Patch. She stated their community is always the last to be done, Management stated they would speak with Better Views, as they should be rotating the communities.

## 2. Landscaping

Steven stated Alpine Edge currently contracts landscaping maintenance with Mountain Garden Care. Their annual program consists of irrigation turn on and blow outs, Spring Cleanup and grass damage repairs, fertilization of all grass areas and deep route feeding of all trees and shrubs throughout the community.

Mow and trim of native grass takes place bi-weekly, pruning of trees and shrubs occur once per season, weed eradication to all mulched and native grass areas, twice per season, or as needed, and we conclude the season with a Fall cleanup.

The season for landscaping generally starts last week of May or first week of June and ends in the earlier part of October, weather dependent.

### 3. Exterior Staining copy paste

Steven added that there is currently a rotating exterior stain schedule which consists of staining two duplexes per season. We created this schedule based on number of variables which are the age of the property, the exposure it has to the sun and the overall wear of stain from year to year. As discussed at the prior meeting in December, we'll plan to continue on this 4-year cycle so exterior stains remain pristine and never behind schedule.

In previous years it's been the following:

2017: 39, 43, 38 and 32

2018: 16, 12, 61 and 65

2019: 132, 128, 79 and 87

2020: 106, 114, and 21/25

2021: 39, 43, 38 and 32

Windows/gutter cleans may be nuanced to once or twice a year. This is an expensive line item. Pollen comes around the first of June for about a month. Management's concern is if we clean in June or July, the pollen comes right back. The Board voted for window cleans twice a year. AE will plan for them in May and September.

### B. Summer 2020 Maintenance Improvements – Steven Frumess

Over the course of Winter 2020, we experienced several roof leaks. All of these leaks were relatively minor and caused little damage, but due to re-occurring problems, I worked with the developer of Shock Hill Landing to have all of these issues addressed with the roofers they currently use for their new construction projects. All four of the compromised properties had their roofs repaired which was paid by the developer directly.

Within these sections the contractors tore off existing shingles and underlayment and re-did the underlayment / Bituthene, as well as structural valley pans. They sealed around all the sky lights and piping where seams were present and then re-installed shingles after the underlayment was re-installed. Followed by all these repairs we conducted water testing to the roofs to ensure that repairs would hold up without any trace of water coming through to the interior.

In addition to these roofing repairs, we put back some fallen shingles on 4 of the Union Trail duplexes. These were areas where shingles were missing. We also did gutter repairs to 4 properties where we continuously see ice dams form, which could potentially lead to roofing problems.

Following this work, this Summer AE had all 16 roofs inspected by the same roofer for any damage, sealing issues or minor repairs that the contractor felt was needed. Almost everything was covered on the initial maintenance items that were mentioned earlier and there were not extra repairs required, that we're aware of.

I am hopeful that all of this work will hold up in Winter 2021 and we will be past the point of conducting any major repairs until it's time for roof replacements in the 2030's.

#### **Landscaping efforts:**

***Grass:*** AE brought nearly fifty yards of topsoil, paid for by the developer, to install grass seed to all bare areas that were sparse in the beginning of Summer. We overseeded these areas and put down fertilizer in efforts to get grass to germinate to these bare locations. By the end of this Summer the grass had come into almost all bare areas except for the west side common area. We addressed irrigation issues in this western location of the community that is to the north of 87 Union Trail. This will allow for new soil and seed to take route for Summer 2021. We are hopeful that it will come out looking okay.

***Irrigation:*** We addressed all pressure issues with the irrigation by adding water connections that would allow for full coverage in these low pressured areas. We had to do this to 25, 39, 65, 87 and 106 Union Trail. These areas now have great water coverage which will allow for grass and any other vegetation to flourish. We think this will be evident come Summer of 2021.

***Tree replacement:*** We came through and replaced 11 dead aspen trees and 1 spruce tree. We did this to help with the association's overall aesthetic, as there are no longer any dead or diseased trees present. We will conduct this exercise from Summer to Summer until we feel that the overall association landscape aesthetic is in a good place.

### **Masonry repairs:**

We had our mason contractor address all flag stone areas that were beginning to crack or erode, as well as stone siding that had fallen off various duplexes. There were issues like this on most homes and we'll have to conduct this same exercise every 3 years or so. The flag stone takes a beating from the ice and finds its way under the mortar which causes these issues, but we'll be diligent on keeping up with the maintenance so that the spend is insignificant year over year.

We think with all of these recent efforts the association looks better than it ever has, and we put a lot of attention to getting our maintenance dialed in the previous Summer so that we're only focusing on general routine maintenance in the near term.

Mike Murphy asked how long Breck Lands will stand by these roofs and Steven noted in Mike's case it wasn't the roof, it was a pipe. AE will continue to inspect the roofs and work with the developer on any issues. If a leak stems from construction, we work with them. Skylights in these units and the seal around the skylights can be an issue.

Mike added that owners cannot rely on Breck Lands to perpetually fix these issues. Steven noted AE's first step is to eliminate ice dams, then figure out how to prevent the ice buildup in that area. Each year the maintenance should become less and less.

Ray Bracy added that it seems AE communicates with the Board but does not include owners in this type of updates and asked AE to be more communicative with owners.

### **C. Policy Review – Robin Dew**

#### **1. Collections**

Robin advised all dues have been paid for the year and read excerpts from the Collections Policy to ensure new owners are aware.

#### **2. Design and Exterior Improvements – Steven Frumess**

In the event that any owners decide to make exterior improvements to their homes, it will require that it goes through the Design Review process of the master association. There is currently a Design Review Administrator who oversees this process, along with the Design Review Committee to make determinations for any submission. In the event you decide to conduct an

exterior improvement without going through the formal process, you will be subject to review and possible dismantle efforts if they are not approved.

### **III. New Business**

#### **A. Financial Review – Robin Dew and Steven Frumess**

##### **1. 2020 Expenses**

Robin noted it was a high-spend year on landscaping, but there were savings on snow removal and window cleans.

Association is currently 14k behind schedule for reserve study due to landscaping and CapX projects, but 58k budgeted and 25k CapX for 2021, reserve calls for 161k to be in bank. It looks like the association should be on target.

Steven added if we don't start funding for future CapX projects at beginning, the association will get hit with special assessments down the road. Steven encouraged dues increases over special assessments, if possible, and that the association has a fiduciary responsibility for long term needs.

##### **2. Owner-Ratified 2021 Operating Budget**

The Board confirmed that dues are staying flat for 2021 budget.

### **IV. Open Forum**

### **V. Adjournment**

A motion to adjourn was voiced by Ray Bracy and Dayna Murphy seconded. Meeting adjourned at 3:56 pm.