

# VIC'S LANDING

## 2021 ANNUAL HOMEOWNER MEETING

Monday, January 24, 2022 – 6:00 PM MST

Virtual via GoToMeeting

### Vic's Landing Board of Directors

- Erin Fisher – Joint Director
- Tom Joachim – Duplex Director
- David Robichaud – Duplex Director
- Nick Borovich – Condo Director
- Jessee Blumentritt – Condo Director

### Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Dew – HOA Accountant
- Jessica Martin – HOA Administrator

### AGENDA

#### **I. Welcome**

##### A. Roll Call; Establish Quorum

A quorum was met between a combination of homeowners present at the meeting and those represented via proxy. The meeting was also attended by the Alpine Edge Management team listed above.

##### B. Review GoToMeeting Protocol

Brett Gunhus announced the standard protocols for GoToMeeting and advised attendees that there would be a period after each topic to ask questions, and an Open Forum section at the end for owners to mention any topics that were not otherwise listed on the agenda.

##### C. Introduction of Board and Management

Brett Gunhus provided Alpine Edge's contact information. The best methods of communication for owners will be the HOA@AEPropertyManagement.com email address and 970-453-2334 HOA ext. 3 for the HOA line. The 24/7 Emergency line is ext. 5 and Accounting is ext. 4. Please contact Management through these channels for any questions, concerns, or emergencies. Brett also introduced the Alpine Edge Management team and the sitting Vic's Landing Board of Directors. Three types of directors, condo, duplex, and joint.

Brett informed owners that there are three seats available on the Board. Election details have not yet been announced as there are currently three homeowners running for the three seats up for election.

##### D. Ratification of 2020 Annual Meeting Minutes

Brett informed owners that the 2020 Annual Meeting Minutes were provided via email and can also be found on the Association's website. No changes or modifications were suggested by the owners. There was a motion to ratify the budget by Nick Borovich and seconded by Tom Booth. All in favor. None opposed.

## **II. Policy Review**

### **A. Snow Removal**

Jayson with New Oz is the plow and shoveling contractor for Dewey Placer. The Association decided to consolidate snow removal efforts by going with one company for both synergy and efficiency. There will be a learning curve, but AE believes that the Association has already seen some improvements. The general scope of this contract is that if it snows three inches or more before noon, the plow and shoveling crews are instructed to plow the Dewey Placer circle, around the traffic median, which is shared by both the duplexes and the condos. Then, they will shovel all of the concrete sidewalks that connect to the condo side to provide safe and adequate access to those units. They are also instructed to shovel or plow the driveways. If it begins snowing in the evening hours, the plow and shoveling crews are contracted to come out early the next morning. On plow days, owners are reminded to please move vehicles to ensure the driveways and guest parking areas can be cleared. Steven asked owners for feedback regarding both plowing and shoveling with the new company in comparison to what the Association was seeing in the past.

Jessee brought to light that there has not been snow removed from condo driveways, other than a small path in front of the garages. Both Melinda and Bruce agreed that there was no driveway shoveling happening and Bruce has seen owners clearing their driveways themselves with no help from the contractor. Steven thanked the owners for feedback and promised to have it addressed immediately. Brett informed owners that this was a topic of discussion at the last BOD meeting and AE had a discussion with Jayson soon afterward. Steven informed the Association that he was reaching out to Jayson at that very moment to set up a meeting with him and get this issue addressed. Tom Booth complimented the contractor that does hand shoveling in the whole neighborhood, saying he is timely and does a great job. He also mentioned on the townhouse side, the road is down to one lane, and it needs to be plowed into the center so when the big storms come there is no trouble. Brett said the intermittent snowfalls and gradual accumulation could be the cause of this, resulting in the drift inward bringing the road down to one lane. Dallas stated that the road around Vic's Landing is built up to three inches of ice and is afraid it will get worse. Brett said we are due for snow this week so will reach out to Jayson beforehand to make sure he is adequately serving Vic's Landing. Steven was disappointed to hear the negative comebacks and said if it is not working out, the Association is prepared to hire a different contractor.

Regarding parking in the street, there are only so many places to move the cars during plow times, but Jayson cannot plow the driveways if there are cars in every driveway. Melinda stated that they came after the last storm around 6 pm to plow when everyone was home. She believes they should have come earlier in the morning and recommended one-offs, where he circles back around at another point in the day to make sure everything is done in the areas he could not reach before.

### **B. Landscaping**

The Association is contracted with Mountain Garden Care. The general scope of the Landscaping season typically occurs the last week of May, around Memorial Day, and goes into early October—depending on the weather. The Association will have a spring cleanup followed by routine mow and trim services to all grassed areas, pruning of trees and shrubs, sprucing up the entryway garden, eradicating noxious and broad-leaf weeds, and re-seeding

of the grass to keep up the aesthetic of Vic's Landing. AE started the process of landscaping last year and, with the approval of the Board, spend more money in this area resulting in it starting to look better. The big project the Association took on was mulch installation, which helped define areas that were looking patchy. AE also performed irrigation turn-on/turn-offs as well. The goal is to boost the aesthetic of the HOA so when people pass by on Tiger Rd, they will take notice. If owners become interested in selling their properties, nice landscaping will help home values stay high and give good curb appeal.

Brett informed owners that the BOD pointed out that some put in their own personal touches—on a volunteer basis— which is a great way to have that community involvement. Steven said now that the Association has a more robust budget, more money will be spent year-over-year and owners should be seeing big differences from 2019/2020 after the three-year plan is completed. Melinda said they did a great job this year and kept everything trimmed down and looking up to standard. Monica would like Association-wide notice to go out letting them know when they are spraying pesticides so they can keep their pets safe indoors. Steven did let her know for reassurance that the chemicals they use are more environmentally friendly. Dallas appreciates the mulching that was put in place last summer. Brett said behind the scenes, the BOD was looking into it and staying conscious about how the Association money is spent – it was just hard to find cheap mulch. BOD is very financially conscious, and, at the end of the day, the value of the home is worth a lot. It is AE's job to make sure there is no money being left on the table in a sale due to nickel and diming everything.

#### C. Parking Policy

When Alpine Edge originally took over the management of Vic's Landing, there were numerous parking issues that management was made aware of. It seems to have improved, and management installed the parking permit process, and the Association is not running into as many issues as it used to. If every spot is full, AE encourages owners to reach out to let us know so we can get it taken care of. Brett provided owners with the AE HOA contact information, the 24/7 emergency line, the Breck Police dispatch number, and the STR non-emergency dispatch line:

**HOA Phone Number – (970) 453-2334 ext. 3**

**Emergency Line – (970) 453-2334 ext. 5**

**Breck Police Department Dispatch- (970) 668-8600**

**Short-Term Rental Hotline – (970) 423-5334**

Owners are encouraged to use the STR Hotline for any rental non-emergencies. AE considers parking to be an emergency because owners need to be able to access their homes. AE will reach out to the owners to move their excess cars; however, if AE cannot reach the owner of the vehicle, it will be towed.

#### D. Collections Policy

Robin Dew addressed the owners and thanked them for making collections promptly. Collections are not an issue at Vic's Landing, and it is due to owners either signing up for ACH or paying by check in a timely manner. Robin introduced homeowners to PlastiQ. Owners were advised to reach out to Robin, via the accounting email at

**Accounting@AEPropertyManagement.com**, to set up an account with Plastiq if interested in making payments that way. Robin reminded owners of the Collection Policy and read-aloud Section 33.A. of the Rules and Regulations, which states:

**33. A. Late Charges:** The Association shall be entitled, but is not required, to impose a late charge of not less than fifty dollars (\$50.00) on each past due installment that is over 30 days delinquent. All late charges shall be due and payable immediately, without notice, in the manner provided for payment of Assessments.

Owners should make out all checks to Vic's Landing, and send them to the following:

**Vic's Landing  
PO Box 3029  
Breckenridge, CO 80424**

### **III. Financials**

#### **A. Review of FY2021 Financials**

All owners should have received a copy of the budget and actuals in the packet before this meeting. It is the priority of Robin and AE to be fully transparent with the owners, as this is their money and their plan for the future. Overall, for 2021, the Association stayed mostly on budget and was able to keep dues flat and the Association was due to run at a deficit of roughly \$8,600. Some savings offset some of the operational overages and the Association was able to make the full reserve contribution while running at a \$1500 deficit for the year. The most notable overages for the Association came in Landscaping, which was due to the Board agreeing to expand the scope of land care to beautify the community. Another overage was in the Plow Contract line which was due to switching to a new plow contractor this year. The last contractor charged for his services at the end of the winter season, whereas the new contractor charges monthly. FY2021 had more expenses than in previous years but should flatten out moving forward. Pest control was also a minor overage as they had a pricing increase midway through the summer. All utilities and maintenances mostly came in on budget. There was a buffer built into the budget last year which was able to capture some of the overages that did occur in these line items. Inflation has been really big, especially in Summit County. There have been increases across the board due to the rising costs of labor and materials, which get passed on to the consumer. The biggest saving was found in Previous Maintenance, particularly for boilers. The Association only used a fraction of what was budgeted for the maintenance of the boilers. The Board would like to increase the budget for this line item to keep up with the preventative maintenance happening on the boilers. Overall, the Association is meeting all of its operating costs while contributing to the reserve and saving.

#### **B. Presentation of Proposed FY2022 Budget**

##### **1. Review of Operational Expense Budget Items and Dues**

Rob worked closely with the BOD on the 2022 budget, and they believe it is a very sound budget. Robin confirmed that it was recommended to the Board to raise the dues by 13%. Dues were kept flat in 2021 due to the pandemic and the budget was built off running off a deficit. The Association needs to get back to running at a net-zero deficit. The Association dues need to be able to cover all

operational expenses while also contributing to the reserve fund. Summit County published numbers for inflation in the area and it showed a 6.5% inflation. All of Colorado is showing a 7%. The dues increase came from a 6.5% rise in inflation per year since the last dues increase two years ago.

Robin presented the 2022 budget line by line to the owners:

Condo Reserve— The \$22K is flat to last year and comes directly from the Reserve plan, which is there to make sure the Association is staying on track so there is money for the larger CAPEX expenses. The Condo Reserve Contribution for the year is calling for \$22K keeping and the shared reserve is calling for \$6K, keeping on track to those reserves.

Boilers and Heat— This was a low-spend year for this item. This will only have a slight reduction in 2022 due to wanting to keep up with the preventative maintenance in this area.

Gas and Electric— There is only a 3% increase as of now but could increase more due to inflation. Robin believes 3% should cover any rising costs here.

General Exterior Repairs— This was a low-spend item in 2021 as the Association did not need to use it but should be funds earmarked for 2022 so that all of the Association can be kept in great shape.

Insurance— Robin built in a 5% buffer due to seeing this across all of the Associations AE manages.

Landscaping— This line item is increasing quite a bit to make sure that the Association is kept up aesthetically.

Pest Control— This line item is increasing due to inflation.

Sewers— The Association is anticipating a 10% increase due to the notice from the Upper Blue Sanitation Dept. They have a Board there and they believe that due to being voted down last year, it will most likely pass this year.

Water— This item is up 3% as of now, but this is still pending.

Accounting—There was a \$15 increase due to a rise in price for the CPA filing. This is happening for all of the Associations.

Banking Fees— There is no increase for this item.

Dog refills— There was an overage for this item due to buying in bulk last year. Brought this down about \$100.

Domestic PVR—This was kept flat to last year.

Legal— Want to have this just in case need to put a lien on or have any unforeseen legal fees.

Meeting Expenses— The Association hopes to get back to having in-person meetings next year.

Office Supplies—This was increased a small amount

Post— The Association PO Box is more expensive this year as well as postage.

Plow— As mentioned previously, there were overages here due to switching contractors, but this should stabilize next year.

Property Management Fee— This is only increasing 3% despite inflation being 6.5%

QuickBooks— This is the Associations financing software which is owned by Vic's Landing.

Sanitation/Sewer—This line item was not needed last year, but funds have been earmarked for yearly maintenance.

Shared Exterior Maintenance—Stayed flat to last year.

Snow Shoveling— Stayed flat to last year

Sump Pump—This was increased by \$900 due to needing a full replacement.

Trash – Waste Management has always charged a flat service fee with an environmental fee on top of it. Timberline just adopted this practice which increased their total price to charge for fuel and materials.

Water/Irrigation— This is based on the inflationary actions that are happening everywhere.

Overall, this budget would have the Association run at net-zero with the contribution to the reserve at \$22K and \$6K, respectively. The duplexes do not have a yearly earmarked reserve contribution. The Condo Reserve balance is at \$99K with a goal of \$86K, not including the \$10K that has been set aside for a boiler replacement. The Condo Reserve will go into 2020 at a total of \$89K, so the Association is on-track with its goal. Due to inflation across the board, these are items that may need to be increased in the future.

## 2. Review of Reserve Study

Amy asked Robin to present the Reserve Study. Robin showed the Condo Reserve Study and informed Amy that the Association is sitting just above the goal of \$86K going into FY 2022. Steven added that this was a big topic at the last BOD meeting as well as what CAPEX projects are coming up next. This summer, AE and the Board would like to do a seal coat on Dewey Placer Rd. AE has already acquired a bid for this and it will cost around \$15K. The decks also need to be refurbished and spot treated. AE has also received a bid for this, and it will be approximately the same cost as the seal coat. AE is also looking into replacing panels on the garages. The Biggest CAPEX project for the community will be when the exterior of the homes is repainted. Part of the reason dues are increasing is to beef up the reserve and make sure there are enough funds for these projects to take place.

## 3. Ratification of FY2022 Budget

This is a Board ratified budget which was already approved; however, AE asked owners for their approval of the 2022 budget. There was a motion to approve the budget made by Tom Booth, which was seconded by Nick Borovich. All owners were in favor. None opposed.

Robin explained to the owners how he will be changing the dues. He will be changing all of the January dues then send a mid-month communication to owners showing the difference. He hopes to have done by Friday, January 28<sup>th</sup>.

## **IV. Board Election** (1 Condo-Class seat; 1 Duplex-Class seat; and 1 Joint-Class seat)

Brett addressed owners regarding the election. There are three seats open and three people running, so at this time it is a non-contested election. Jessee Blumentritt is running for her current position, and Tom Booth is going for the Duplex Director position. Tom Joachim is the current

Duplex Director but is running for the Joint Director position this year, meaning his Duplex Director seat becomes vacant. The term length for the Duplex Director position is up next year. Owners are encouraged to reach out to AE if they are interested in stepping in to fill this position for the remainder of the year. Owners were asked if there was anyone interested in running for the three open seats. There were no answers from the owners. Brett thanked David Robichaud for his time on the Board and congratulated those who volunteered for the open positions. Brett welcomed the new Board for 2022.

#### **V. Open Forum**

Monica Kubinak asked whether the HOA was responsible for cleaning out the dryer vents and mentioned that it was a big fire hazard. Steven informed her that it would be an HOA building-related issue on the condo side so AE would be responsible for it. The HOA should have the dryer vents cleaned out every 3-5 years and would like to complete them this summer. Monica is correct that it is a fire hazard to the whole HOA. Steven was not sure when previous management had it done last but would like to add it to the list of priorities for this summer. Monica informed him that she has been in the building since it was built and does not remember the dryer vents ever being taken care of. Monica also said she noticed a lot of dog poop not being picked up by owners. Steven mentioned that in the winter the poop can become 'out of sight, out of mind' but owners are responsible for picking up after their dogs. Owners are encouraged to reach out to AE if they know of someone not picking up the poop and AE will contact them. Steven also mentioned that poop bags may be out in the community but AE just received a new shipment so they will be refilled, and reserves will be placed in the trash enclosure. There was a question as to whether the Duplex owners can participate in the dryer vent cleaning even though they would have to pay out of pocket for that service. Brett said he thinks this is a good idea and AE will look to have it done all at the same time for those duplex owners who would like to participate.

#### **VI. Adjournment**

Steven thanked the owners for their participation in the meeting and thought it had a really good turnout. He informed owners that AE has written down the action items taken from the meeting and will be discussing them internally tomorrow. If owners have any questions, please reach out to AE.

There was a motion to adjourn the meeting made by Amy Pratt, which was seconded by Monica Kubinak. All in favor.