

Snowbridge Square Condominium Homeowners Association Board of Directors Meeting May 29, 2013

I. Call the Meeting to Order

John Thompson called the meeting to order at 8:30 am by conference call

Board Members present

Claire Carren # 210, Secretary (Employee rep)

Jon Faue # 105, Treasurer (Residential rep)

John Thompson #103 President (Residential rep)

Gary Harmsen #204 & Commercial

Bob Harmsen #204 & Commercial—proxy given to Gary Harmsen

II. Discussion of building keys and master key system

Even though all condos had new doors and locks installed 6 or 7 years ago with a master key, many have since been changed with new ownership or tenants. In addition some contractors have ended up with master keys to the building for access to the boiler and other common areas. With the need for all units in the building to be on a master system and to be compatible with the system upon changes in ownership, as well as concerns for security of access to all units, the board discussed requiring this and changing the bylaws to reflect this.

III. Motion made to change Bylaws as follows:

Current regulation from Bylaws:

7.9 Rules and Regulations

G.The building manager, or if there is no building manager then the Executive Board, shall retain a passkey to each unit. No owner shall alter any lock or install a new lock on any door leading into a unit without giving a key to such new lock to the building manager or the Executive Board.

New regulations

7.9 Rules and Regulations

G.The building manager, or if there is no building manager then the Executive Board, shall retain a passkey to each unit, both residential and commercial. All residential and commercial keys must be on the building's master key system. No owner shall alter any lock or install a new lock on any door leading into a unit without coordinating with building manager or Executive Board to ensure that it is compatible with the building's master key system. Any re-keying cost shall be borne by unit owner.

The motion was passed unanimously. Claire will have the association's lawyer, Wayne Brown review these changes and how to modify Bylaws properly.

Gary suggested that any time the managers or workmen need to get in to any units for inspections or other necessary work, that a phone call or email be sent to owners or tenants, as well as a note be left in the unit to let them know someone has entered the unit.

IV. Discussion of proposed parking rules and need to post around building so managers have clear rules to enforce.

V. Motion to pass new parking rules passed unanimously with amount of snowfall requiring moving of vehicles in parking lot (#10) to be modified with input from Avalanche Property Management. (See next page)

VI. John Thompson updated Gary Harmsen on the state of the boiler/domestic hot water system, its problems and all of the studying and work done and contracted for to improve this. So far it appears that the time for condos to receive hot water has decreased dramatically.

VII Meeting adjourned at 9:25 am

Snowbridge Square HOA - Parking Rules and Regulations 5-29-13

1. The Association has assigned all parking spaces in the garage. One space for each condo unit and 10 total for commercial unit tenants. Any vehicle parked in a garage space, which has not been approved by its assigned owner shall be towed at the expense of the vehicle's owner.
 - a. All parking spaces in the garage must remain cleared and open for use by a vehicle so as not to deflect vehicles from the assigned inside space to the shared outside spaces.
 - b. A 14-day storage allowance is permitted to accommodate moving and construction activities. The Association's Board may issue a waiver to the 14 day storage limit upon a special request from the assigned owner.
2. There are 33 parking spaces in the Snowbridge Square outside parking lot.
 - a. The 8 Southwest spaces (building side of lot right of garage opening) are to be unpermitted commercial access parking spaces and may have signs designating the preferred commercial use. Residential permit holders and commercial employees should avoid using these 8 SW spaces.
 - b. The 8 Southeast (building side of lot to left of garage) and 17 North side parking spaces (25 total) will have signs designating them as Snowbridge Square permitted parking.
 - c. Outside parking permits will be assigned yearly to Unit owners by the building manager and should be displayed in front windshield to assist in controlling improper parking lot use. Parking spaces will not be assigned to individual units and will be on a first come first serve basis.
3. Inoperable, abandoned vehicles or vehicles with expired tags shall not be kept on the property. Vehicles without tags will be considered abandoned vehicles. Any vehicles that have not been moved for 14 consecutive days shall be considered abandoned.
4. Boats, trailers, snowmobiles, and other non-vehicular equipment may not be kept on the property during the ski season from November 15th to April 15th. Boats, trailers, snowmobiles, and other non-vehicular equipment that have not been moved for 14 consecutive days shall be considered abandoned.
5. Motor homes and/or recreational vehicles may not be occupied.
6. No vehicle shall be parked in such a manner as to impede parking lot traffic or prevent ready access to any entrance into or exit from the building.
7. No major automobile repairs shall be permitted on any vehicle on the property.

8. Commercial vehicles shall not be permitted on the property except when performing their commercial duties.
9. The Association, at the vehicle owner's expense, may remove any vehicle in violation of Association's Parking Rules and Regulations.
10. Any time it snows more than 2", vehicle should be moved within 24 hours to a new location in the parking lot to permit the lot to be plowed