

**SNOWBRIDGE SQUARE**  
**Snowbridge Square Condominiums**  
**Annual Homeowners Association Meeting**  
**Friday, August 31, 2012**

*I. Introduction of Board Members and persons in attendance*

John Thompson called the meeting to order at 8:40 a.m. in the game room, mall level, Snowbridge Square.

**Board Members present:**

John Thompson #103, President (Residential rep)  
Jon Faue #105, Treasurer (Residential rep)

**Board Members absent:**

Claire Carren #210, Secretary (Employee rep)  
Gary Harmsen # 204 & Commercial (Commercial rep)  
Robert Harmsen # 204 & Commercial (Commercial rep)

**Guests present:**

Jamie Ring, Fall Line Management  
Jody Schmidt, Fall Line Management  
Mike Kurth, Summit Bookkeeping  
Rachel Meisler, recording secretary

**No other homeowners were present.**

A quorum was established with over 25 percent of employee units and over 25 percent of residential units represented by proxies.

*II. Approval of 2011 Homeowners Meeting and Board of Directors Minutes*

Jon Faue made a motion to approve the minutes for the 2011 meetings, which were included in the packets sent to all Snowbridge owners. John Thompson seconded the motion, and all present approved the 2011 minutes.

*III. President's Report*

John Thompson acknowledged Jamie Ring and Jody Schmidt, the on-site property managers, for the work they have been doing, including landscaping and cleaning.

Thompson highlighted two maintenance items, with work starting in September on gutters and also painting the elevator lobby floors with sealant.

The homeowners will be e-mailed the President's Report. Not all items in the report will be discussed in the meeting. Thompson will focus on open items, listed below, which are projects yet to be completed.

1. A new gutter system will divert roof runoff to prevent ice build-up on shaded sidewalk areas.
2. The board is looking at installing new lighting on the exterior of the building. Updated lights fixtures may be installed near doors, walkways, and to light signs on the south side of the building.  
Fall Line Management presented a quote for light fixtures that are Copper Chamber-approved. The board members are concerned about the high cost of new lighting. Thompson observed that the older fixtures appear to need replacement despite the cost.
3. The laundry room floor is to be replaced for about \$1,000.  
Ring suggested replacing the lower elevator room carpet with tile also.  
Thompson requested two separate bids for the two areas to be tiled.
4. There has been an ongoing hot water issue. When cold water turns on, it comes out warm. A recirculation pump is working on one side of the building but not the other. Repairs and fine-tuning in the past have not solved the issue on the east side of the stairwells, and the issue remains open.
5. The new tattoo parlor is putting in a mop sink at their cost in conjunction with the replacement of tile.
6. Exterior doors need to be adjusted. Thompson requested a quote for repairs rather than replacement of exterior mall doors. Some doors stick, and some close too quickly.
7. The homeowners association is withholding final payment to Summit Sealants pending warranty-related repair work. The repairs made less than a year ago are showing signs of wear.  
Thompson asked what other options may be available for patio paint color. The surface is being damaged during snow removal with a Bobcat. A "concrete color" rather than blue was suggested.  
Fall Line recommended a wood "restore" product that could be added to concrete. An epoxy product was also recommended to be more durable.  
The concern is that if the same materials are used that have been used before, the problem with damage will continue.
8. A new hot tub spigot will be installed.

9. Roof leaks could mean sizable repairs in 2013. Damage is visible in the arcade and liquor store. Thompson recommended budgeting for repairs and surveying for damage over the winter. Faue is looking to next summer to begin these repairs.

10. Jody Schmidt reported that pressure washing could have damaged recently painted surfaces, which are already showing wear. Jamie Ring reported that when the painting was done, some areas were sanded and others weren't, reflecting poor work.

Ring discussed shoveling wood railings to avoid melt issues. Faue suggested repainting the tops of railings. It was decided that wood needs to be power sanded and then repainted, or the wood should be replaced.

11. Schmidt will coordinate with the fire department to bring 2 remaining non-compliant wood fireplaces up to date.

12. Owners' items in the storage room need to be labeled or will be removed before the start of ski season. A notice is being sent to all owners.

13. Bicycles have been gathering dust for years and will be removed if not labeled or identified by owners. A notice is being sent to all owners.

14. The elevator lobby floors will be painted. Thompson also requested that the white walls be cleaned, and if necessary, repainted.

15. The current hot tub is now being maintained with bromine and filters that are frequently replaced. The control panel on the hot tub has had to be replaced 4 times. The board has requested quotes for a new, commercial grade hot tub, maybe larger with an easy-to-use cover that can't be broken.

16. Exterior stairwell walls have been repaired satisfactorily, and others will be repaired in the same manner.

#### ***IV. Treasurer's Report***

Mike Kurth of Summit Bookkeeping and Jon Faue reviewed the report. One owner has requested a reduction of the dues. This owner did not appear at the meeting to discuss the issue. The board's policy is to keep the reserve funds high enough to never have to do an assessment, and therefore the board would keep the dues at the current rate.

Several tens of thousands of dollars will be needed for roof repairs and a new hot tub, so at this time, the goal is to keep funds in reserves as high as possible. The balance at the end of the fiscal year should be about \$300,000.

Each year, about \$86,000 is added to the reserves, which may be about the cost of one roof.

Kurth suggested repairing one roof per year to keep finances in order.

Thompson asked about the snow removal budget. Faue responded that 2011 stayed on budget because heavy snow in spring spent the total year budget while a dry fall allowed for zero spending.

Thompson asked Schmidt about numbers for roof snow removal and parking lot snow removal. While on the topic of snow removal, Thompson requested the parking lot be scraped occasionally to avoid excess buildup of ice and snow. He suggested a Tuesday to avoid heavier traffic toward weekends. Ring suggested this be early in the morning before businesses open.

Thompson suggested at least twice in the season to avoid snow potholes.

Faue said although reserve funds need to be built, it may be possible to reduce operating dues in consideration of long-term gas prices.

### ***V. Election of Board Members***

Thompson nominated Claire Carren to represent the employee units. The proxies seconded the selection, and it was approved.

Thompson nominated Gary and Bob Harmsen to represent the commercial units. Faue seconded the nomination, and it was approved.

Thompson nominated Jon Faue to represent the residential units. The proxies seconded the selection, and it was approved.

Faue nominated Thompson to represent the residential units. The proxies seconded the selection, and it was approved.

### ***VI. Operations Report***

Thompson requested Schmidt and Ring e-mail updates to the President's Report to show their accomplishments.

Ring mentioned daily operations, such as watering and lawn mowing once per week and hot tub maintenance in addition to all the projects listed in the President's Report.

### ***VII. Adjournment***

Thompson made a motion to adjourn the meeting. Faue seconded the motion, and all present approved.