

THE BUTTES CONDOMINIUM ASSOCIATION  
ANNUAL OWNERS MEETING MINUTES

July 28, 2017  
9:00 AM

Owners Present: Jim & Edith McGill  
Michael & Stephanie Poley  
Judy Garrett  
Sandra Barker  
Jeff Campbell  
Vic Campbell  
Caleb Sevia  
Maja Ivanetic  
Jeff Ivanetic

Owners Present by Telephone: Tom Raschella  
John Seybold  
Andy Ewart

Management Company Present: Reed Meredith, Evergreen Management Inc.

<u>Member Represented</u>	<u>Unit</u>
Jim McGill	501
Jeffrey Goldberg	503
John & Mary Seybold ( By proxy Board)	504
Maja Ivanetic	505
Fred & Amy Funke ( by proxy Board)	506
Lloyd Banta ( by proxy Board)	507
Dave & Karen Wallace (by proxy M.Poley)	508
Don & Judy Garrett	511
Jennifer & Paul Pierson ( by proxy Board)	512
Andy Ewart ( by proxy Board)	513
Vic and Jeff Campbell	514
Gene Sherman ( by proxy McGill)	515
Caleb Sevia	516
Tom & Sue Raschella (by proxy M.Poley)	517
Matt & Sandra Barker	519
Michael & Stephanie Poley	521
TOTAL REPRESENTATION	14

A quorum was established with 14 out of 21 members present, and 68.18% of ownership represented in person or by proxy. The meeting was called to order by association president Jim McGill at 9:01am.

The following motion was made and seconded  
MOTION: to approve the meeting notice as presented on June 28, 2017  
Vote: Unanimous Approval

The following motion was made and seconded:  
MOTION: To approve the previous minutes from the July 22, 2016 homeowners meeting as written.  
Vote: Unanimous Approval.

Reed Meredith of Evergreen Management Inc presented the Manager's Report at this time as follows:

Evergreen Properties works continually to address the maintenance and landscaping needs of the Buttes Association exterior. Among the many services that we provide are the Daily, Weekly, and Monthly projects that follow:

**Daily:** Daily walk of the property  
Vacant unit inspections during freeze threats  
Lighting and security inspections  
Maintenance and Security of the Hot Tub and Deck area  
Hot Tub Water Testing and Chemical Balance  
Exterior property inspection and trash pick-up  
Parking lot patrol and enforcement  
Watering of lawn area, flower baskets, and garden areas  
Snow Removal - stairway, walkway, and parking clearing  
On site- 24hour response to late night emergency maintenance calls

**Weekly:** Exterior lighting replacement  
Landscaping and Lawn maintenance  
Flower, Tree, and Shrub maintenance  
Dumpster and Trash pick-up coordination  
Meetings with various contractors working on Buttes Units

In addition to the routine maintenance noted above we have completed the following projects:

- ❖ **Winter Damage Report:** The extreme snowfall of December – January, 20 feet in 40 days, caused a number of minor building damages, mostly caused by roof slides. These included:
  1. Ice block through 513 window from roof slide above.
  2. Stripping of large evergreen tree branches between buildings from roof slide
  3. Various corner boards and siding damage
  4. Dryer vent damage from snow slide
  5. Board and Batt Damage on the upper unit shed roof areas (6) that cover the porch entries of the back side units. This is a design flaw of the remodel that could not have been anticipated by the architect. The board plans to install flat corten steel, extending from the roof line up 2'. This will eliminate the problem from future occurrences.

Evergreen Properties has completed an assessment of the damages and has created a punch list of repair items. Laird & Gross Construction has been retained to make these repairs on a time and materials basis. LG anticipates addressing these issues in the coming weeks.

- ❖ **Garden & Lawn Clean Up and Maintenance:** After 8 months of construction from April – November last year, we have some work to do to restore the Buttes landscaping. While we are almost back to the pre-construction state, there remains work to be done to improve the condition of the landscaping.
- ❖ **Re-Staining of Upper unit Entry Decks:** Evergreen Properties has re-stained all of the upper unit entry porch/decks.

#### Completed / In Progress Projects:

- ❖ **Replacement of 7 flat roof membranes:** Jim Thomas Construction has completed replacement of the flat roof membranes on top of units 5016,510,516,517,520,521,508. Combined with the flat roofs that were replaced last summer, all flat roofs are now brand new! The Carlisle membrane has a 20-year warranty.
- ❖ **Re-Paving of Entry Driveway and Buttes Parking Lot:** Evergreen Management secured yet another bid from United Paving to repave the entry road/driveway known as Crested Mtn Lane. This project is currently scheduled for the 3<sup>rd</sup> week of September. Earlier scheduling, weather, and moisture conditions did not allow for United to proceed prior to July 4<sup>th</sup>. As the entry gets approximately 100 car trips per day during our summer season, it was not possible to close the entry for 6 days. We anticipate a September closing of the entry to be more palatable. In the meantime we have spread two load of road base in the entry potholes, to provide a band-aid to the surface until the paving commences.
- ❖ **Annual Flower Arrangements:** Nine colorful hanging flower basket arrangements have been placed around the Buttes complex walkways and are maintained on a daily basis.
- ❖ **Attainment of Multiple Bids & Estimates For Possible Future Projects:**
  1. Stairway Handrails – replacement of the wooden exterior stairway handrails is tentatively scheduled for September/October. The wooden rails will be replaced with powder coated metal handrails that match the balcony railings.
  2. Replacement of hot tub deck and new commercial grade hot tub. A new deck configuration will have to be built in order to install a new commercial hot tub. The new hot tub will be 4 feet larger than the current spa in order to accommodate the usage that the Buttes gets.

#### Financial Report:

The June 30, 2017 The June 30th Balance Sheet shows total Assets of \$201,714.00, and total Liabilities of \$47,853.15. Accounts Receivable shows that all owners are current in their payment of regular dues at 6/30/17. The Total Fund Balance at 6/30/17 was \$153,898.62.

The June 30, 2017 Income Statement Compared to Budget shows that the total Expenses of the association for the first 7 months of the fiscal year were favorable to budget by \$5,899.00. This is a very positive outcome considering the incredible snowfall we experienced last winter of 20 Feet of snow in 40 days. Luckily, the Board of Director's was approving the budget in the middle of the December snowstorm and we encouraged them to increase the snow removal budgets for the year to compensate for the extra costs. The largest areas of significant savings came in the areas of Contract Labor (\$897) Insurance (1,377), Snow Shoveling ( 2,831).

The 3<sup>rd</sup> Installment of the first \$75,000 Landscaping Special Assessment was invoiced in April. The remaining \$50,000 of the \$125,000 total special assessment that was approved at last years' meeting has not yet been invoiced. The Board of Director's will discuss timing of the special assessment collection.

Jim McGill began a discussion of the Aspen trees in front of the buildings. He noted that the trees were originally planted far too close to the building, back in the 1980's, and as a result all will eventually have to be removed. The association has already removed a number of the trees and there is one tree in front of unit 514/513 that will have to be removed this Fall as it is not leafing out and is dying.

Jim McGill began a discussion of the exterior light fixtures. When the building was remodeled in 2015, a decision was made to re-install the existing light fixtures due to cost savings. Last year there was considerable discussion about purchasing and installing new fixtures. Unfortunately, the momentum for this project has stalled. Reed Meredith noted that there are some 58 light fixtures and that any new fixture would have to meet to the Town of Mt Crested Butte's lighting code, which calls for a zero cut-off fixture where you cannot see the lightbulb. Michael Poley noted that the current fixtures have a 4 ½" mounting plate and that it has been difficult to find fixtures of this size. Stephanie Poley will re-visit the process and present a recommendation to the board.

Jim McGill went over the Repair and Replacement budget and the Landscaping Budget at this time. Jim reported that the capital spreadsheet illustrates that the current dues should be sufficient, in combination with the previously approved special assessment, to complete all anticipated capital projects. He further noted that the current figures indicate that a dues increase should not be needed. He further noted that several of the projects have been re-scheduled based upon changing needs, such as the flat roof replacements

which were originally budgeted to be spread over 3 years. The Board made a decision to proceed with replacement of all flat roofs in 2 years due to cost savings of doing so.

The following motion was made and seconded:

MOTION: To ratify actions of the Buttes board of director's in the past year.

Vote: Unanimous Approval.

Election of Directors: 2 board positions are expiring at this meeting, John Seybold and Peter Andrews. Jim McGill informed the Owners that he had spoken to both board members, and that they are interested in continuing on the board. McGill also noted that in the

Future, the board would be looking for some new members and that any interested owner should contact him with their qualifications if they are interested.

Peter Andrews and John Seybold were nominated and seconded to serve 3-year terms on the Buttes board. Jim McGill asked for any nominations from the floor. Hearing none the following motion was made and seconded:

MOTION: To close nominations and elect by acclamation Peter Andrews and John Seybold to 3-year terms on the Buttes Board of Director's.

Vote: Unanimous Approval.

Judy Garrett thanked Jim McGill and Evergreen Management for their continued hard work and complimented them both on taking such good care of the association. Maja Ivanetic noted that the complex looked great and that it was obvious that Evergreen Management takes good care of the buildings. This sentiment was shared by the other owners present at the meeting.

Jim McGill thanked Evergreen Management for their continued work to manage the Buttes Association.

The date of the next annual owners meeting was set as July 27, 2018 at 9am MDST.

There being no further business, the meeting was adjourned at 11:00am.

Respectfully Submitted,

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Reed J. Meredith, Recording Secretary

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Jim McGill, President