

**SODA CREEK CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNER MEETING
March 10, 2021**

I. CALL MEETING TO ORDER

The Soda Creek Condominium Association Annual Homeowner Meeting was called to order at 6:37 p.m. via videoconference.

Board Members Present Were:

Nathan Nosari, President, 497B
Ashley Nettles, 397E

Janice Engel, 435F

Owners Participating Were:

Shirley Beaty, 435D
Miroslava Sidorin, 397H
Denisse & Omar Diaz, 495A
Becky Granger, 397G
Deb Keating, 495G

Danielle Root, 497E
Lori Zick, 397A
Christy Hooper, 495 2F
Jennifer Prim, 497 1D
Michelle Iblings, 395C

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Kerry Hartnett. Erika Krainz of Summit Management Resources was recording secretary.

II. PROOF OF NOTICE OF MEETING/QUORUM

Notice of the meeting was sent in accordance with the Bylaws. With units represented in person or by proxy a quorum of over 20% was confirmed.

III. APPROVAL OF LAST ANNUAL MEETING MINUTES

The February 23, 2019 and March 12, 2020 Annual Meeting minutes were approved as presented.

IV. FINANCIAL REPORT

A. 2020 Year-End Financial Results

Nathan Nosari reported that there were no owner delinquencies related to dues but one owner has not paid the Special Assesment. The account has been referred to the attorney.

The Association ended 2020 with Total Cash of \$359,245. Accounts Receivable was \$170,252, including the debt to Alpine Bank. Total Equity decreased by about \$200,000 from the prior year due to the window installation. There was a Net Operating Deficit of \$8,206 at year-end. Operating Revenue was \$1,776 favorable to budget and Operating Expenses were \$10,004 unfavorable to budget. Net Reserve Income was \$319,453, which was \$250,813 favorable to budget due to the Special Assessment. Reserve Expenses were \$287,064 unfavorable to budget.

The year-end deficit resulted from overages in Legal Fees (\$2,161) for the governing document revisions, the Management Fee (\$4,543) due to contract expiration and paying market rate, Office Expenses (\$1,433) for sending notices about the governing documents and General Building Maintenance (\$6,505) for boiler repairs.

Reserve expenses included the Reserve Study (\$525), Legal Reserve Expense (\$2,696), heat exchanger installation, windows (\$228,620), the new Declarations (\$14,762) and siding staining and repair (\$59,394).

The 2020 year-end Reserve balance was about \$338,000. The 2021 year-end balance is projected to be around \$360,000. The 2020 Reserve Study indicated the Reserves are 65.68% funded. The recommended contribution is \$132/month and the current contribution is \$105/month. Last year it was \$143/month.

The 2021 dues were increased 4.11% from \$365/month to \$380/month. From that amount, \$275 is applied to Operating and \$105 is applied to Reserves.

In 2022, another 3.95% increase is anticipated from \$380/month to \$395/month. The following three years, the dues will increase by 2.5% annually for inflation in increments of approximately \$10.

- B. *IRS Resolution for Excess Capital Retention 2021*
There were no owner objections and the Resolution was approved.
- C. *IRS Resolution for Excess Operating Income 2021*
There were no owner objections and the Resolution was approved.
- D. *2021/2022 Budget*
A separate budget meeting will be held in November.

V. **POLICY ENFORCEMENT**

Basic Property Management is on site several times weekly to check that parking rules are being followed. Owners are encouraged to report violations to the Board or management. Guest parking will be reallocated to various areas around the property this summer. Owners should inform management if they have guests parking at the property for more than 24 hours. Owners who are going to be out of town are asked to park their vehicles by the Rice barn.

Some of the owner parking stickers are peeling and need to be replaced.

VI. BOARD REPORT

A. 2020 Accomplishments

1. Adopted new governing documents and policies for pets and parking.
2. Consolidated the domestic boiler.
3. Replaced windows.
4. Repaired the roof.
5. Replaced areas of siding as needed.
6. Painted the siding and decks.
7. Crack sealed, sealcoated and re-stripped the parking lot.

B. Window Replacement

There have been some issues with condensation. Thermo photos did not reveal any evidence of moisture in the building curtain and a moisture meter did not register any moisture within the drywall. Humidity data loggers were placed in south, north and west facing windows with an outside data logger as the control. The data showed no anomalies. Condensation is a function of dew point and is caused by high humidity and low air exchange inside the home. The window surfaces are the coldest surfaces and the new windows are airtight. Mitigation options include reducing moisture sources (humidifiers, plants and aquariums), increasing ventilation during showering, laundry and cooking, opening windows and running exhaust fans. Condensation between the panes indicates a seal failure, which is covered under the warranty.

C. Unfinished Business

Nathan Nosari reviewed the 2021 Board goals:

1. Execute contracts for property management and general maintenance.
2. Contract for an audit of the 2020 financials with Stuhr & Associates in Frisco.
3. Implement a policy for a third vehicle lottery with enforcement by the property management staff.
4. Test units for radon.
5. Repair the breezeway/hallway ceilings and dumpster door.
6. Organize the garage to provide space for owner use.
7. Schedule a community clean-up and barbecue (once COVID conditions permit).
8. Explore options for replacing the laundry equipment.

VII. ELECTION OF OFFICERS & COMMITTEE FORMATION

Committees will be formed to address Parking & Pet Waste and RFPs & Contracts (Nathan Nosari will serve as Chair). Owners are encouraged to volunteer to serve if interested.

The terms of Nathan Nosari and Ashley Nettles expired and neither incumbent was running for re-election. Both are willing to serve on committees. There were no

volunteers to run for a Board seat. An open house for potential candidates will be held on April 21, 2021.

VIII. HOMEOWNER FORUM

Becky Granger asked what would be done about paint that dripped on screens during the building painting.

Action Item: Eric Nicholds will work with Nathan Nosari on replacement or rescreening.

Christy Hooper said she was trying to refinance her unit. She had to abandon the effort after five months because the lender claimed they could not get the required information. Nathan Nosari volunteered to help provide the information.

IX. SET NEXT MEETING DATE

The next Annual Meeting will be held on March 9, 2022 at 6:30 p.m.

X. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Approved By: _____ Date: _____
Board Member Signature