

**CROSS CREEK CONDOMINIUM ASSOCIATION
ANNUAL OWNER MEETING
MAY 27, 2011**

I. CALL TO ORDER

Rob Luhrs called the meeting to order at 6:10 p.m.

II. PROOF of NOTICE/ QUORUM/ INTRODUCTIONS

Notice of the meeting was sent to all Owners on April 27, 2011 by US mail.

With 9 units represented in person or via telephone and 9 by proxy, a quorum was reached.

The following units were represented in person:

102 – Board Member Lindee Sebald via telephone

105 – Don Morrissey via telephone

200 – Bob and Karen Lee Meier

202 – Board member Carol Horn via telephone

206 – Board member David Falk

300 – Board member Don Crino

301 – Sam Winslow

306 – Danny and Jean Spevack

307 – Board member Tim Nimmer

308 – Board member Rob Luhrs

III. APPROVE PREVIOUS MEETING MINUTES

Tim Nimmer made a motion to approve the minutes from the 2010 Annual Owner meeting with Don Crino added to the in attendance list; Don Crino seconded and the motion passed.

IV. FINANCIAL REVIEW

Kevin Lovett presented the year to date financials as follows:

Year to Date, April 30, 2011 Financials

April 30, 2011 close financials report \$14,426.79 in the Alpine Operating acct., \$11,224.75 in the Alpine 100 Bldg. Reserve Acct., \$60,045.08 in the Alpine 200/300 Building reserve and \$48,620.99 in the Alpine Ctr. Bldg. Reserve acct.

2010-11 fiscal year reclassifications result in “due from” operating to the 100, 200/300 and Center bldg accounts resulting in balances of:

- Operating \$1969.83
- 100 bldg \$15,496.39
- 200/300 bldg \$65,643.28
- Center bldg \$51,208.11

April 30, 2011 close financials report \$106,035.77 of actual expenses vs. \$86,854.81 of budgeted expenses.

- ❑ \$5,810.70 of 200/300 bldg related items reclassified to operating
- ❑ \$4,146.14 of 100 bldg related items reclassified to operating
- ❑ \$1,452.18 of Center bldg items reclassified to operating

Operating expense lines items of major variance include:

- ❑ 607 Misc expense \$2,678.20 over
- ❑ 662 Water/ Sewer \$1,273.92 under
- ❑ 666 Snow Removal \$3,238.29 over
- ❑ 669 Common Electric \$1,495.80 over
- ❑ 678 Center bldg Utilities \$1,724.24 over

Operating budget 2011-12

Fiscal year runs October – September. The 2011-12 budget to be prepared in August 2011 and presented to Owners in September 2011. Internal budget line item revisions to occur. When budget is created, will reflect things in operating budget that reflect actual expenses. SRG will put proposed budget together and present through email for approval.

Capital Planning

Capital plans for the 100 building, 200 & 300 building, and Center building have been updated.

V. MANAGING AGENT'S REPORT

Kevin Lovett with SRG presented the following manager's report:

Completed Items

- ❑ Exterior painting, touch up painting
- ❑ Exterior hot tub sanding and staining
- ❑ 100 building, center bldg and 200/300 building EFIS/ STO repairs
- ❑ 100 building railing top painting
- ❑ Pool area concrete replacement
- ❑ Pool surface patching and cleaning
- ❑ New pool cover installed
- ❑ VGBA pool and hot tub compliance
- ❑ Center Building Bathroom remodel
- ❑ Center bldg appliance install
- ❑ 300 bldg electric meter project
- ❑ Routine inspections/ tune ups of clubhouse boiler/ mechanical and fire systems
- ❑ HB 10-1278

Pending Items

- ❑ Annual Sto Inspection results
- ❑ Flower Planting

Discussion Items

- ❑ Comcast – the Comcast TV Agreement is up for renewal this August 1, 2011.
 - Current rate - \$25.98 per unit per month (includes HBO)
 - Proposed Rate - \$35.50 per unit per month (includes HBO)
 - 7 yr deal
 - Homeowners have never received HBO, so SRG will look into reimbursement for all service not received.
 - Owners voted to sign 7 year agreement with no HBO at a rate of \$30 per unit per month.

- ❑ Window washing \$1300 for all window exteriors (same rate as last year)
 - Owners elected not to have windows cleaned this year, but will put on the agenda for next year's annual meeting.

- ❑ Parking lot patching, seal coat and stripe
 - The Board and Owners reviewed bids for patching, crack seal and stripe
 - SRG will ask contractor how many years left in the life of the asphalt and when an overlay is necessary.
 - David Falk made a motion to have the contract the least expensive contractor to complete the work. Danny Spevack seconded and the motion carried.

- ❑ Center building painting
 - The board and Owners reviewed bids for painting.
 - Danny Spevack made a motion to contract Outer Armour to complete the necessary painting of the pool area fence, wooden steps near the pool and touch up brown trim near the pool at a cost of \$840. Don Crino seconded and the motion carried.
 - The Owners agreed that a full repaint of all paintable surfaces, not to include the Sto, would be completed next year to include a possible color change from the brown trim to a lighter color. SRG will receive input from painters on painting light over dark paint/stain. Products will also be investigated to determine the preferred product on the market for this application.

- ❑ Managers deck board replacement
 - The Board and Owners reviewed bids for composite vs. wood for deck replacement on managers unit.
 - Don Crino made a motion to replace the deck on managers unit with composite material. Karen Meier seconded and the motion carried. SRG will obtain bids to install new composite railings also. A new color will also be investigated for the deck and deck railings.

- ❑ 200/300 bldg interior window sill painting/ caulking
 - The Board and Owners discussed the need for interior caulking of windows as well as scraping and painting the interior window frames to maintain the integrity of the windows and the structure.

- According to a recent inspection completed by site manager Jocelyn, nearly all of the window interiors are in need of caulking, scraping and paint maintenance.
- Don Crino made a motion to send homeowners a letter explaining that their windows need caulk applied to the interior of each window as well as scraping and painting at an approximate cost of \$17 per window (the final count of all of the windows will be taken to determine the exact price per window). The letter will also give owners and “opt out” clause, in the event that they do not want the caulking, scraping and painting done. Bob Meier seconded and the motion carried.

VI. OLD BUSINESS

- Back Deck Gutters-Don Crino made a motion to add gutter and heat tape to roof above unit 307 as a test case to see if it will help with drainage. Rob Luhrs seconded and the motion carried. Tim Nimmer abstained from voting.

VII. NEW BUSINESS

- Exercise Equipment-
 - Broken equipment will be discarded
 - SRG will obtain quotes for treadmill and either bike or elliptical, and send quotes to the board
 - Sam Winslow will look on Craig’s List for used equipment.
- Flood Plans
 - Plans in place for sandbagging
- Portion of Dues Contributed to Reserves for the Center Building and the 200/300 building
 - Discussion occurred re the possibility of reducing the contribution to the reserve accounts for the 200/300 building and the Center building.
 - Budget numbers have been set for this year and will be reexamined for the upcoming fiscal year.

VIII. BOARD OF DIRECTOR ELECTION

- Don Crino made a motion to add Don Morrissey to the Board of Directors. Rob Luhrs seconded and the motion carried.

IX. NEXT MEETING DATE

The next Board of Directors Meeting will be held in September. SRG will poll the board for an exact date.

X. ADJOURNMENT

With no further business, the meeting was adjourned at 8:30 p.m.

Approved By: _____
Board Member Signature

Date: _____