

**PACIFIC STREET TOWNHOMES OWNERS ASSOCIATION  
MINUTES OF ANNUAL OWNER MEETING**

Association: Pacific Street Townhomes Owner's Association, Inc.

Date: Tuesday, November 19, 2019, 10:00 am MST

Location: Full Circle Conference Room  
560 Mountain Village Blvd #102B  
Mountain Village, CO 81435  
and via Conference Call

Owners Present Trent Hein, Jerry Petrow, Dave Brigante, Tommy Lusk, Dale Hubbard, Amy Hubbard,  
Present by Proxy Chris Tyler  
Others Present Hilary Swenson, Dan Witkowski, Elyssa Krasic

Meeting called to order at 10:05 am MDT.

Roll call. Determination that a quorum is present, 4 of 8 owners are present at the start of the meeting.

Proof of Notice: Sent October 30, 2019

Motion by Jerry Petrow, second by David Brigante, to approve Annual Owner Meeting draft minutes from December 7, 2018. *All in favor, motion passes unanimously.*

Tommy Lusk joined meeting at 10:06 am

Director Nominations

Trent Hein, seat is expiring, and he has volunteered to serve again. No other nominations were received. The other seats are filled by Jerry Petrow, expiring 12/20 and Tommy Lusk expiring 12/21.

Motion by Trent Hein, second by Jerry Petrow, to elect Trent Hein to the Board of Directors. *All in favor, motion passes unanimously.*

Facilities update by Dan Witkowski

Exterior Renovation Discussion

- Review of exterior painting fund. Consideration of replacing some siding with metal skirting where snow sits and review of the integrity of the decks. Update of current exterior condition. Review of painting quote.
- Discussion of possible exterior renovation project with a 2021 time frame.
- Dale Hubbard offers his architecture firm to assist with project. Dan Witkowski and Dale Hubbard will meet and review scope of project.
- Discussion of project funding. The board will approve a scope and budget and then it would go to owners for final approval. A special assessment is likely.
- Jerry Petrow proposes a range of \$10,000 - \$20,000 special assessment and states \$50,000 would be too much. David Brigante, Dale Hubbard and Trent Hein agree on this proposed project budget range.
- Ownership agrees on using materials that are lower in maintenance requirements moving forward.

Tree Trimming complete.

The roofs are in good shape for winter.

Boilers and furnaces have been serviced.

The newly installed gates are performing well. One gate post was damaged by a bear will be repaired.

Paint touch up has been complete on deck posts and siding.

The 524 fence was replaced.

Budget Review by Hilary Swenson

Proposed 2020 budget summary presented as outlined to ownership in Budget summary email.

Motion by Jerry Petrow, second by David Brigante, to approve 2020 Proposed Budget. *All in favor, motion passes unanimously.*

Owner Education: Mechanical Responsibility

In 2008 the board decided the HOA would maintain the mechanical systems. This year all furnaces and boilers have been serviced. Some repairs were needed and have been completed.

Discussion of venting configuration. Some units have replaced mechanical systems and required new venting configuration as determined by code, this added to the overall expense.

New Business

Q: Can an alternative location or a structure be built for trash?

A: For 530 and 524, there is a fence and containers should be stored by the passage way. For 522 & 514 there is not a space so the trash sits on the alley.

Discussion of possible trash locations. Ownership is open to a better solution. Dale and Dan will explore options when they meet regarding the exterior restoration project.

Motion by Trent Hein, second by David Brigante, to adjourn. All in favor, motion passes unanimously.

Meeting adjourned at 10:39 am.

THE FOREGOING MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT THEIR MEETING HELD ON \_November 10, 2020\_\_\_\_.