

**TELLURIDE LODGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 27, 2020 AT 6:00 PM**

MINUTES

CALL TO ORDER

President, Greg Batie called the meeting to order at 6:05 p.m. A roll call was taken, and a quorum declared.

Board Members via Phone Conference: Greg Batie, Pam Bennett, Emily Burns, Andrea Rike, Carl Ebert, Carl Luff & Andrew Davis.

Present guest via phone: Carrie Koenig, Bill Langford, and Melissa Bassett.

Present Staff via phone: Karyn Marolf, Office Manager, and Curtis Marble, Maintenance Manager

Approval of Minutes: Motion by Pam Bennett to approve the March 09, 2020 minutes contingent on adding 5.3.1 (a) of the Governance policy under executive session (matters pertaining to employees) . The motion was seconded by Carl Luff. All were in favor.

President's Report & Board Introductions (Pam Bennett and Andrew Davis): Greg Batie reported that the past month was quiet for the most part because of Covid-19 stay home order. The issue of nonresidents trespassing with their dogs was a problem. There were 6 to 8 reports of trespassers with dogs. Owners have been confronting people trespassing and the only other option at this time is to call the marshals. Greg has been researching the use of zoom for future conference calls. The one drawback about zoom was meeting lasting longer than 45 minutes the program was not free and there would be a charge. Carl Luff commented he liked the idea of a conference call via computer because it gives the board the option of displaying documents for participants to see while in discussion. Emily Burns and Andrew Davis like the current phone conference as they can call in while driving home from work. Greg will work with Karyn on options for conference calls.

Board Introductions:

Andrew Davis grew up in Sedona AZ and has been coming to Telluride since the 80's with his dad Don. Andrew's dad purchased unit 316/317 in the mid 80's. Andrew is now the owner of the condo and he along with his wife, 3 daughters and one granddaughter look forward to visiting Telluride every July 4th from Phoenix.

Andrew is a draft designer by trade but contracts for commercial jobs.

Pam Aldasoro Bennett is a 4th Generation native on her mom's side (Telluride miner).

Pam's father is a 3rd generation sheep rancher. Pam attended school in Montrose and spent summers in Telluride when the sheep were moved to the high country. Pam is a 1979 Montrose, CO graduate and has an associate degree in business administration. Pam is married to Scott Bennett a 4th generation Telluride family. They have 3 children and 1 granddaughter. Pam currently works for Aldasoro Ranch subdivision. Pam and Scott own 2 units at TL and their daughter lives in one.

REGULAR SESSION:

a. Renovation Guidelines: Emily Burns has been working with Greg Batie on finalizing the renovation guidelines. Greg still would like more clarification on the 6.2 and 6.6 pertaining to collateral security on large jobs. Greg will get with Tom Kennedy to clarify these issues. The compliance agreement is close to being done. There were a few minor wording mistakes to the table of contents along with some wording that need removed. The compliance agreement needs to be added to the appendix of the renovation guidelines. In reference to the possibility of getting collateral upfront from an owner doing renovation Pam suggested there may be an insurance or bank product we could use.

b. TL COVID-19 Update and Future Issues (Lodge Work Finances)

Greg Batie expressed concerns of owners who purchased their unit as investment and depend on short term rentals to pay expenses may be financially stressed by the Covid -19 shut down. Owners may inquire regarding the need to defer HOA dues for a time. As of date the Ride and Blues Grass Festivals have all been cancelled. This will affect the short-term rental revenue. The board agreed they would address these issues on a case by case basis. Carl Luff suggested that the upcoming budget may need to be tightened until we know the effects of this shut down. TL may have to cut down the amount spent on painting and metal siding installations. Greg asked Curtis if he will use all money budgeted this Spring/Summer, Curtis affirmed with some detail.

It was reported that several owners had allowed people to rent their condo for 60 days. San Miguel County currently is not allowing any rentals less than 60 days. Anything less than 60 days per San Miguel County is considered short-term but anything less than 90 days per the Town of Telluride is considered short-term. The only way to enforce owners who rent less than 60 days is to call the Town. Greg reported that he had talked to the owners and they were being rented for more than 60 days.

c. 513 and 514 Renovation Request (Additional Requirements): Greg Batie received a call from the architect of unit 513 and 514. The storage unit above the breezeway has been an issue as it has no windows and per code cannot be classified as anything other than storage. The architect made the changes to the plan classifying the space as storage. Karyn noted that the attic and breezeway space were never deeded to the unit as of date. The previous owner opted to not have it deeded when the mass map amendment was done, so once this remodel is finished the TL map will be amended and recorded to reflect this space as part of unit 514. The current dues on the space are calculated on the added space per the last renovation. Andrew noted that after the initial approval of the preliminary plan the building plan must have detail including timeline and must follow our guidelines thru the process. Because of the Covid-19 an exception may be made on the start time as there are no festivals in June.

Motion by Carl Ebert to approve a preliminary plan for unit 513/514 to acquire a building

permit and it is noted that the deed issues are to be resolved when renovation is finished per current guidelines. 2nd by Andrew Davis All were in favor.

d. Non-Owner Dog Issues and Recommendations: Last month there were between 6-8 trespassing issues with dogs and their owners using TL property. This is a difficult issue to deal with and TL owners have been asking nonresidents to leave when trespassers are caught on property. This seems to be the most effective way to deal with the problem. Greg will add in the next newsletter that if people continue to trespass TL owners need to call the town marshal. Curtis will enforce so that only TL owner's dogs are allowed on TL property.

e. Landscape Committee Report and Recommendations: The current landscaping committee sent a plan of what was needed to maintain the grounds within the current budget. The recommendation to the board was to weed and feed the lawn spring/fall, weed flower beds, cut all aspen saplings, rent a aerator from Viking Rental, organic herbicide for the rock beds and clean up the south end of the 500 building by moving the bobcat/pipe to the north east side of the 300 building. Melissa Bassett would like to see the cardboard dumpster moved back to the middle 500 breezeway and the bike rack on the south end by 500 building moved. Melissa also would like for TL to look into getting a soil test. Andrew Davis felt that shifting of stuff should only be done with approval from Curtis. Melisa asked the board for permission to help implement the recommendations mentioned and the board all agreed she and Brad could precede with helping Curtis. Curtis noted that the bobcat can be moved in the summer but in the winter the electricity is on the south end of the building and that location is easier to access the parking lot to plow.

f. Fine Policy and Procedures: Pam has put together a list of fines that are currently in use via the house rule, declarations and renovation guidelines. A procedures plan will need to be designed. Someone will need to take complaints, send a warning letter, and set up a hearing. It was agreed that a fine committee was needed. It was agreed that a long-term TL owner will need to be on the committee along with a board member and office person.

Motion by Carl Ebert nominated Pam Bennett and Karyn Marolf to head up the fine committee, 2nd by Adrea Rike . All were in favor.

g. Bike Policy: Every spring a notice is sent to owners to make sure their bikes have a TL bike permit. Bike parking and storage have been an ongoing issues for years. Greg would like to see a bike policy that addresses bike parking and storage - bikes not used regularly and bikes not in working condition need to be stored, bikes must be in racks, no strollers or motorcycles are allowed. All these issues need to be addressed. Karyn ordered new bike parking permits with a place for unit numbers and they are numbered so that the office can log the number on the sticker to a unit number. The question is how often should TL make owners register their bikes. It was agreed that the owners need to be sent an email warning that everyone needs to register their bikes with the office with a new sticker.

h. Smoking on Decks: Several owners have noted they have caught people smoking on decks. Karyn suggested ordering no smoking signs for decks and bill the owners who have decks who choose to purchase a sign for cost. Silverstar put signs on all the units with decks they manage last fall. The board recommends all short-term rentals with decks put up a no smoking sign.

Motion by Andrew Davis to require short term renters to put No Smoking signs on their deck, 2nd by Carl Ebert. All were in favor.

i. Staff Job Descriptions: The board has agreed that Curtis and Karyn are to provide job descriptions. Karyn sent her job description last year but will resend to insure all the board has received it. Andrea volunteered to help Curtis with his job description before the next meeting.

Maintenance Manager Report-Curtis Marble

- a. **Reserve Study Update** –Emily Burns summarized the reserve study companies that were sent to the board. Emily narrowed it down to 3 companies she felt the board should inquire about.
Greg Batie volunteered to work with Karyn on calling all three companies to find out what they need up front in order to give TL an estimate.
Curtis has completed a map of TL property locating the water, sewer and electric lines to the best of his knowledge.
- b. **COVID-19 Issues and Work Plans:** Curtis reported the Town of Telluride was opening up construction on a small scale. Curtis sent a request to the Town to do the sewer line locate at 412. He is finishing the 414 deck rebuild required after the fire, and he is finishing the deck stairs at unit 308. The window washing and carpet cleaning is on the schedule. Curtis will also be doing parking lot stripping.

Office Manager Report-Karyn Marolf

- a. **A/R report:** Karyn sent an A/R report as of March 31, 2020 to the board.
Unit 306 paid up through April.
- b. **Cash balance report:** The cash balance for Telluride Lodge as of March 31, 2020 \$240,000. Karyn added \$15,000 to the money market just last week.

Financial Report: As of March 31, 2020, Telluride Lodge is now 8 months into the annual budget. Most accounts are within budget with the exception of tree removal, sewers and office equipment. The office computer had to be replaced.

- a. **Computer Update:** Computer is delivered and up and running.

Financial Report-Treasure 2020/2021 Budget Time Line

The July annual meeting is fast approaching and the draft 2020/2021 budget needs to be done by the May meeting. Karyn will do a draft and get it the board prior to Monday, May 11. Carl Luff said it would be helpful if the reserve study could be done prior to the annual meeting but that may not be possible.

Other/New Business:

The annual meeting is in July and there are 3 board positions up for reelections. Carl Luff let the board know he will not be seeking another term.

Carl Ebert will run for another two-year term. Andrea Rike said she would not seek another term if anyone was interested in serving on the board. Karyn will send a reminder out to the members of the annual meeting and ask if there is anyone interested in serving on the board. Karyn will ask for a letter of intent prior to the annual meeting from interested members.

**ADJOURN: Motion by Andrea Rike to adjourn meeting. Seconded by Carl Ebert.
All were in favor and the meeting was adjourned at 9:30 p.m.**

Next meeting May 11, 2020

