DRAFT MINUTES

COLUMBIA WEST CONDOMINIUM ASSOCIATION
ANNUAL MEMBERSHIP & BUDGET MEETING
AUGUST 1ST, 2025, 2:00 P.M. (MDT)
TELLURIDE, CO 81435
VIA ZOOM

DRAFT MINUTES

1) **Roll Call, Determination of Quorum and Call to Order.**
Attendance: Brian Bailey (Unit A), Teddy Erico (Unit B) Justin DeChazal & Shayne Marion (Unit C)
Quorum was met.

Teddy Erico made a motion to call the meeting to order at 2:09 PM

2) **Motion to Approve/Waive Notice of Meeting.**
Teddy Erico made a motion to Approve/Waive the Notice of the Meeting, motion was seconded by Brian Bailey. All in favor and the motion passes unanimously.

3) **Review and Approval of the Minutes to the Emergency Meeting on December 11th, 2024, and the Annual HOA Meeting on January 7th , 2024.**
   a) Teddy Erico made a motion to approve the minutes of the emergency meeting on December 11th, 2024, motion seconded by Justin DeChazal & Shayne Marion. All in favor and the motion passes unanimously.
   b) Teddy Erico made a motion to approve the minutes of the Annual HOA Meeting on January 7th, 2024 meeting seconded by Justin DeChazal and Shayne Marion. All in favor and the motion passes unanimously.

4) **Reports of officers**
   a) N/A, continue.

5) **Reports of committees**
   a) N/A, no committees.

6) **Election of Directors – Is there a motion to elect all (3) members to be directors?**
   a) Justine DeChazal made a motion to elect Teddy Erico, Brian Bailey and Justine DeChazal as directors of the association. Teddy Erico seconded. All in favor and the motion passes unanimously.

   b) Justine DeCahzal made a motion to ask if everyone would be in favor of having all the owners of the HOA be directors of the same level of leadership, instead of having President, VP and Secretary/Treasurer? Teddy Erico vetoed the motion and said that no HOA he's been a part of has operated that way. The motion does not receive a vote.

   c) Justine DeCahzal made a motion to appoint Brian Bailey as President of the Columbia West HOA, Teddy Erico seconded the motion. All in favor and the motion passes unanimously.

   d) Brian Bailey made a motion to appoint Shayne Marion as Vice President of the Columbia West HOA, Teddy Erico seconded. All in favor and the motion passes unanimously.

   e) Shayne Marion made a motion to appoint Teddy Erico as Secretary/Treasurer of the Columbia West HOA, Brian Bailey seconded. All in favor and the motion passes unanimously.

   f) President – Brian Bailey
   Vice President – Shayne Marion
   Secretary/Treasurer – Teddy Erico

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7) Unfinished Business.

a) Review – 2024 Financials

Judi expressed concerns about the reserve amount being very low, this was reflected in the books from the previous company. Teddy wants to talk about the long list of building repairs that need to get done. Financials were presented, discussions ensued, and no further comments were made.

Building Repairs:

- **Power Washing**: (1) power wash before the full building repaint and then Teddy suggested adding in one power washing/year moving forward. *For future reference, Judi suggested most HOA/s do their power washing late spring before the window washing, Late May, early June.*
- **Exterior Window Washing**: (1) x year (inside of the windows are owners' responsibility/expense)
- **Exterior Painting**: Judi will obtain bids for the current color. After the bid, HOA determines if this is in 2025 or 2026 budget, the HOA will decide before any painting is done. HOA asked for Steve Tindall bid.
- **Exterior Deck Treatments**: (whether common area or LCE) – Judi will obtain a bid from the painters, this will be a separate bid from the exterior building painting.
- **Trash Hut**: Complete redo of trash hut doors. Trey drilled two holes into the concrete, that doesn't work. Owners in agreement for new doors for the trash shed with working handles. "Get it done!" "Permission granted" "Move forward." Judi will take care of this.
- **Common Roof Maintenance**: Every other year maintenance program, starting with 2025 to start. Judi will schedule Stone Ridge Roofing (who did the previous inspection) to inspect, tighten screws, evaluate snow collection, and do a roof maintenance check, etc. They might not find anything but just have that report for insurance purposes.
- **Winter Snow Removal Plan**: Victor with Copper Mountain Roofing does the snow removal of the driveways and sidewalks, we need snow removal on the roof with Stone Ridge Roofing, Judi will reach out to Stone Ridge to see if they will do that.
- **West Side Fencing**: Whoever replaces the doors, could also replace some panels on the fence that are broken. Once those are repaired, the painters can give us a bid to stain the entire fence.
- **Insurance**: Judi will double check when the policy renews and stays on top of it and stay ahead of the game. (This is on autopay with Liberty Mutual, next time Teddy get's this in the mail, provide it to Jarmik so we can transfer it over). There are no fire suppression systems, alarm panels are hard-wired but no system is in place.
- **Unwanted Items Outside Building**: Tires are Teddy's under the deck between the buildings, the other items, including the bike behind the dumpster. Teddy is monitoring his ski-closet, and Brian is monitoring his. Judi will meet with Josey and walk around the property to remove things.
- **Dryer Vents**: Teddy asks that we all do that and pay for it individually for the purpose of fire safety. Brian and Justine/Shayne are ok with that. Judi will reach out to San Miguel Appliance (Josh Orintas) to clean out the vents at $175/unit at owners expense. Unit B is accessed from the crawl space so it might be a little trickier.
- **Landscaping**: Brian reached out to Weeds Landscaping company to do a clean and put down some mulch. Do we need on-going maintenance (front yard and the weeding on the sides). Judi will schedule a fall clean up and then talk about getting them on board for next year.
- **Carl Kelly Plumbing**: Estimate from CK Plumbing for a back flow prevention device (see attached bid), the building does not currently have one, but the town requires it. So this needs to get done. On an annual basis the backflow device gets tested. Judi will get this done.
- **Flow Logic Device**: Teddy suggested a flow logic device for the units. The cost is approximately $7k setting up the alarm, plumber and installation of the device. Teddy says these will be required by insurance soon. If all (3) units put them in together, they might get a break in cost. Teddy will get this sorted out, at owners' cost.

8) New Business.

Review and Approval of Proposed Budget & Dues FYE 2025 – Increases

1. **Legal Fees**: Discussion on adopting Governance Policies, this is required by state statute (see attached)

2. **Insurance Review**: Judi will reach out to Liberty to verify when the renewal of the General Liability insurance takes place. Flood Insurance will increase every year.

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3. **HOA & Accounting**: Jarmik Property Management handles the management and accounting functions of the HOA. I wanted to say hello and be notified of any questions or concerns.

4. **Budget**: San Juan Village HOA is the umbrella insurance for (10) HOA in the vicinity. The year starts July 1, there was a $30/quarter increase, and this will be reflected in the dues. slight increase as adopted at annual meeting

5. **Capital Reserve**: the minimum amount if 10% of operating dues and needs to be separated out. We need to be putting in at least 10% of those dues.

6. **Teddy's San Juan Village HOA Update**: New construction on W. side of Hotel Telluride. Jim Mahoney will help to create a good neighbor policy within the SWV HOA for new construction policies. We could have a DRB to review designs, but we feel the town has a good enough policy, we do need to have some sort of indemnification/insurance confirmation that you will notify your neighbors and be a good neighbor.

7. Teddy has a website, columbiawesthoa.com, Judi will look at Teddy's website and then move the things to the current jarmikproperties.com website and then Teddy will take his down. We will add Columbia West to Jarmik website. First time is $200 to put anything up, and an annual fee of $50/year for uploads.

8. Is there a motion to approve the increased 2025 budget as presented?
   Teddy Erico makes a motion to approve. Brian Bailey seconded. All in favor and the motion carries.

   Adjusted invoice to come in the next week, 30 days.

9. Discussion on Reserve Study – in house recommendation – Teddy tabled it.

10. IRS: ruling on excess income – voted on at annual meeting
    Shayne Marion made a motion that any excess of membership income over membership expenses for the year ended December 31, 2024, shall be applied against the subsequent tax year member assessments as provided by Internal Revenue Service Revenue Ruling 70-604. Brian Bailey seconded: Motion carried.

    Shayne Marion made a motion that any amounts collected by or paid to the Association for major repairs or replacement, or remaining in the Replacement Reserve, at the end of the year ended December 31, 2024, in excess of the amounts originally scheduled for Replacement Reserves, shall be set aside for future major repairs and replacement, and allocated to capital components as provided by the guidelines established by the Internal Revenue Service Section 118 and Revenue Ruling 75-370 and 75-371. Teddy Erico seconded the motion. Motion carried.

9) Adjournment.

Teddy Erico made a motion to adjourn the meeting at 3:15p, Brian Bailey seconded the motion. All in favor and the motion passes unanimously.

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