

Cortina Ridge Property Owners Association

August 28, 2022 Annual Meeting Minutes

The annual meeting was called to order at 4:00 pm via in person and via Zoom meeting. The meeting was held at the home of Members Baxter and Amy Fain. Board members present were Barry Skolnick, Kym Campbell and Anne Perry. Cortina Ridge Bylaws state that 20% of the Cortina Ridge Lot owners need to be in attendance in order to have a quorum. The quorum was met with 18 property owners comprising 24 attendees.

In Attendance

In person: Barry Skolnick, Liz Dobbins, Peter Murray, Uta Wussing, Amy Fain, Baxter Fain, Kelly Pointer, Josh Pointer, Bryce Bingham, Deborah Sacks, Bruce Sacks, Cindy Bargell, and Nathan Hackos, Kym Campbell, Mike Zollinger

Zoom: Anne Perry, Anna Liebke, Jane Olsen, Rafael Siemion, Claire Lackstone, Roy Kline, Janet Kline, Kay Phillips, James Phillips

The meeting began with introductions and welcome to the new property owners of Cortina Ridge. These new members are:

- Lot 10, 174 Solomons Lane, Joshua and Kelly Pointer
- Lot 15, 221 King's Court, Nathan Hackos

2021 Meeting Minutes

These documents were sent to each member prior to the meeting.

- Cortina Ridge Roster
- August 29, 2021, Meeting Minutes
- Balance Sheet
- Income Statement/Budget
- Meeting Minutes: Special Meeting of the Board of Directors of the Cortina Ridge Property Owners Association Wednesday, November 17, 2021, at 4:00pm MT (Meeting Held VIA Phone Conference)
- Meeting Minutes: Design Review Board of the Cortina Ridge Property Owners

The 2021 Meeting Minutes were presented. A motion to accept the 2021 Meeting Minutes was made by Bruce Sacks and seconded by Amy Fain. The minutes were unanimously approved.

Treasury Report – Prepared by Summit Bookkeeping

Barry gave a financial summary of the HOA Balance Sheet and Income Statement/Budget and presented the budget for 2023. It was reported that we have \$3,000.00 in annual dues, and that expenses were comprised of insurance policy and accounting expenses. Net income for this year will be \$475. Lot 19 is under construction. Construction deposit is being held. All members have paid the \$100.00 annual membership dues. A motion to accept the 2022 Treasury Report was made by Bruce Sacks and seconded by Roy Kline. The Treasurer's Report was unanimously approved.

President's Report

1. Cortina Ridge Legal Documents:

The following were sent to all HOA members. The documents were prepared by Altitude Community Law P.C. Cortina Ridge spent \$2,115.00 on legal fees to update the documents. These documents needed to be updated to comply with Colorado HOA laws. The new documents were reviewed by Cortina Ridge HOA Board. A vote by the HOA members was not required.

- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING RESERVE STUDY POLICY
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING INVESTMENT OF RESERVE POLICY
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING POLICY AND PROCEDURE FOR INSPECTION AND COPYING OF ASSOCIATION RECORDS
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING POLICIES AND PROCEDURES FOR COVENANT AND RULE ENFORCEMENT
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION ADOPTING POLICIES AND PROCEDURES REGARDING BOARD MEMBER CONFLICTS OF INTEREST.
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION ADOPTING PROCEDURES FOR THE CONDUCT OF MEETINGS
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING POLICY AND PROCEDURES FOR COLLECTION OF UNPAID ASSESSMENTS
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING ALTERNATIVE DISPUTE RESOLUTION (ADR).
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING PROCEDURES FOR ADOPTION OF POLICIES, PROCEDURES, RULES, REGULATIONS, OR GUIDELINES
- POLICY OF CORTINA RIDGE PROPERTY OWNERS ASSOCIATION REGARDING SOLAR DEVICES

A Member expressed concern that documents were emailed 24 hours prior to the meeting and that sufficient time was not given for his review. Barry indicated that none of these documents required the approval of the Members. These documents were executed by the Board in accordance with POA guidelines. The documents were being distributed to the Members for their information.

Barry indicated that usually, all HOA documents, minutes, roster, and financial sheets are distributed to members no later than 10 days prior to review of the HOA annual meeting. In this case, these documents were distributed 1 Day prior to the meeting. Barry apologized for this and took responsibility for the delay in distributing the documents. Barry also indicated that Members with any questions or concerns regarding these documents can email any questions to Cortina Ridge HOA Board Members.

2. Vote on New Document : LIMITED AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR CORTINA RIDGE "LIMITED AMENDMENT"

Barry introduced the next agenda item regarding a vote on a New Document with the following:

The Association is seeking your approval of a limited amendment to the Declaration of Covenants, Conditions and Restrictions for Cortina Ridge (the "Limited Amendment"). The purpose of this amendment is to correct minor errors and oversights by the Declarant when originally drafted. Specifically, while the Bylaws speak to annual assessment language, the Declaration does not. Per statute, assessment language must be included in the Declaration. Consequently, it has been added. In addition, the Declaration does not contain an owner notice provision. This has also been added. Finally, clarification language has been added with respect to signs in the community per a newly adopted law as of September 7, 2021. A copy of the proposed Limited Amendment is attached hereto for your review and approval.

This document needed to come to a vote. It required 67% of the HOA members to pass the Amendment.

Barry read a letter prepared by Altitude Community Law P.C. that summarized the situation, identified the need to address the issue, and provide alternatives. After internal consultations, the Board decided to proceed with adopting the LIMITED AMENDMENT.

Discussion ensued among several Attendees. The following Member concerns were voiced:

- The LIMITED AMENDMENT document may not reflect the current Colorado HOA laws.
- The Sign language on the LIMITED AMENDMENT is vague. The guidelines should be expanded by type of sign, duration of time a sign can be displayed during political season, and sign and/or banner size limitations.
- The Declaration needs clarification due to AMENDMENT being recorded.

The Vote to accept the LIMITED AMENDMENT was taken with the following results:

- 18 votes in favor.
- 0 votes opposed.

In order for the measure to pass, two-thirds of the Membership (20 Members) must vote in favor of the measure. Since only 18 votes in favor of the measure were cast, the measure did not pass.

Barry indicated that he will reach out to the attorney to address the concerns voiced by the Membership and have the document amended accordingly. Therefore, the LIMITED AMENDMENT will be revised, and a new vote will occur. Barry will discuss with our attorney and discuss options for either email or mail ballots so Cortina Ridge can reach a 67% approval.

Election of Board Member

Current Board Members:

- Barry Skolnick term expires 2022
- Kym Campbell term expires 2022
- Anne Perry term expires 2023

Barry Skolnick and Kym Campbell term expires 2022. A motion was made by Anne Perry and seconded by Mike Zollinger to reelect Barry Skolnick for another 2 years as a Board member of the Cortina Ridge Homeowners Association. The vote passed unanimously. A motion was made by Debra Sacks and seconded by Amy Fain to reelect Kym Campbell for another 2 years as a Board member of the Cortina Ridge Homeowners Association. The vote passed unanimously.

Architectural Review Committee Report

Members: Jeff Leigh, Fez Fairfield-Smith, Barry Skolnick

Barry delivered the report of the Architectural Review Committee.

Barry reported that the ARC reviewed and approved construction: Lot 19, 142 Kings Court.

Barry then read the following excerpt from Declaration of Covenants, Conditions and Restrictions for Corina Ridge (CCR):

Article 5, Section (h):

Lot 1 to Lot 20 shall have 25' - 0" setbacks on all sides.

Lot 21 to Lot 30 shall have building envelopes as defined on the subdivision plat.

All building construction, including roof overhangs and building projections decks, patios and sidewalks shall be located within required setbacks or envelopes.

Barry explained that Cortina Ridge now has a new policy regarding installation of solar devices. This policy may affect the setback and building envelope requirements as set forth in the CCR. The Solar Panel Policy for Cortina Ridge is consistent with the guidelines set forth by the State of Colorado.

Barry then read the following additional excerpt from Declaration of Covenants, Conditions and Restrictions for Corina Ridge (CCR):

Article 8:

No improvement shall be commenced, constructed, erected or maintained, placed or altered on any building site until the building plans and landscaping plans (including plot plans and specifications) and sufficient description for each proposed improvement have been in each instance submitted to the Design Review Board and approved by the Design Review Board in writing ... In passing upon the plans and specifications the Design Review Board shall consider the suitability of the improvement and of the materials as related to the building rite involved, the nature of adjacent and neighboring improvements, the quality of the materials to be utilized and the effect of any proposed improvement upon the outlook, value and aesthetic quality of neighboring properties.

Barry emphasized these requirements for HOA members to consult with the Architectural Review Committee if they plan to undertake remodels, renovations, exterior installations, solar panels and fencing projects. Plans must be submitted to the Architectural Review Committee. Approval must first be granted and then construction can begin.

Cortina Ridge Sales Report – (Data Provided by Sherri Leigh)

Barry went through the home sale for Cortina Ridge since January 1, 2020. The minimum sell price of \$1,850,000 to \$2,475,000 with the square foot ranging between 4034 to 4,682. There were 2 lots that sold in Cortina Ridge since January 1, 2020. The average sales prices in Cortina Ridge have increased dramatically.

Annual Meeting/HOA Picnic-2023

Barry proposed having the next POA Meeting on Sunday, August 27th, 2023 at 4:00pm. Liz Dobbins seconded the motion. Liz Dobbins offered to host next year's meeting at her house at 234 Solomons Lane. Details to follow. Notice was given to all Members present that the next POA Meeting will be held on Sunday, August 27, 2023 at 4:00 PM at the home of Liz Dobbins, 234 Solomons Lane.

Miscellaneous Items and Information that was discussed:

- No fires have occurred this year in Summit County.
- Remember the free Summit County chipping program.
- Summit County Alert app
- Short term rentals have regulations. Can go to their web site. If there are any problems with a short-term rental call their 1-800 number.
- County prohibits parking cars on the street. Can get a permit if having an event.
- During the winter the fire hydrants can get blocked. Please help remove snow. Keep gas meters free of snow and ice.
- Cortina Ridge has not had any camping or security issues during the past year.
- Any questions regarding the Bylaws or other documents please email Barry Skolnick.
- A member identified that the retaining wall on Lake View Drive is in disrepair. Barry indicated that the Board will assess the situation and make a recommendation.

Meeting Adjourned at 6:00 PM.