



Seasons at Sandpoint 2019 Annual Meeting Minutes

February 16, 2019

Board Members Present: Mike Romine, Janae Gravelle, and Teague Mullen.

Board Members Absent: Cliff Mort.

Elite Alliance Hospitality: Kevin Ceneviva, Executive Vice President; Scott Olpin, General Manager

Scott Olpin welcomed all the Owners to the 2019 Annual Meeting and introduced the Board of Directors and Elite Alliance personnel. He noted that at the end of the Annual Meeting, time will be allotted for a question and answer period.

He then turned the floor over to Janae Gravelle to call the Meeting to order.

Janae Gravelle called the meeting to order at 10:05 a.m. PST. She asked Scott if there was a quorum present to conduct the business of the Association. Scott responded that currently the Association consists of the Declarant and 79 owners, and with the number of Directors and Owners present plus the 8 8 proxies received, that the 1/10 quorum requirement has been met for each membership type.

Scott stated that the Annual Meeting Notices were distributed on January 23, 2019 to all owners and that this reflects the proper 15 days or more notice requirement. Scott then turned the floor back over to Janae.

Janae stated that there is no old business carried over from the 2018 Annual Meeting and that the meeting would move on to new business.

Janae said that there is no new business to report to the board. She then turned the floor over to Scott for his Operational Update.

Scott provided the following Operational Update information:

Board of Directors and Owner Committee

- Mike Romine currently serves as the chairman of the Owner Committee and a member of the Board of Directors.
- Directors for the Board of Directors are Teague Mullen and Janae Gravelle. Cliff Mort is the President of the Board of Directors.
- The Owner Committee consists of Mike Jewell, Jim Imholte, Peter Sanburn, Kevin Glynn and Mike Romine as the Chairman. The Owner Committee will be meeting this

year and the next meeting is scheduled for March 9, 2019. Meeting minutes will be distributed to the community after the meeting.

Staffing

- Currently the management company, Elite Alliance Hospitality, employs nine employees who work at Seasons. Eight of the employees are full-time and one is a part time. During the summer season we will hire part time seasonal employees for the marina. Also, 2018, we will have a seasonal position to serve as a Marina/Beach Runner who helped out immensely on the marina and the beach.
- Our focus for the staff in 2019 is cross training, additional safety training, and retention with focus on current job descriptions and duties.
- We welcome your feedback and if there are any concerns or accolades regarding the staff, please direct them to Scott Olpin
- Also, on behalf of the staff, they would like to extend their gratitude for the very generous outpouring of participation to the employee holiday fund and very generous gifts from the homeowners during the holiday season.

Marina/Beach

- There are currently 64 owners that own slips in the Marina.
- In 2017 the Marina was opened to boat traffic on June 8 and closed to boat traffic on September 30 and closed to foot traffic on October 20, 2018.
- We were greatly affected by the high-water level that were present in 2018. Seasons staff were integral in keeping the debris that washed over the dock and onto the beach to a manageable level. After the flood waters receded we placed two loads of sand on the beach because there was so much washout. Staff removed all of the lights and electrical items except for the transformers, which it was advised by a third-party electrician, could stay through the flood. Ultimately the flood waters covered the entire dock by approximately five inches of water before the flood waters receded.
- Owners continue to use the kayak storage logs for their kayaks. In 2019 we will resume the same procedures with the kayak storage. If any owners have new kayaks, they will need to be registered with Owner services and a numbered sticker will need to be placed on the kayak or canoe.

Property

- We continue to adhere to the Preventative Maintenance programs on a daily, monthly, quarterly, semi-annually and annually basis using staff and third-party vendors documenting work performed and needs of the property.
1. In an effort to reduce costs, we continue to have several staff members remove snow and ice from the walkways and parking stalls.
 2. Bicycles are now logged with Owner Services and identified in the parking garage.

Reserves

- The first reserve study was performed in the first quarter of 2014. Since then, modifications have been made annually to adjust for the contributions, expenses and components useful life.
- Currently, we are updating the reserve study based upon our 2018 contributions, expenses and review of the useful life.
- The Association has two reserve accounts. One for the Marina and one for the Association.
- As of December 31, 2018, the Association has a balance of \$316,627.53. The Marina reserve account has a balance of \$68,204.32
- On a monthly basis the Association contributes \$7,900 to the Association reserves and the Marina contributes \$1,698 to their respective accounts.
- The Association incurred \$36,497.43 in expenses in 2018.
- These expenses included:
- New rain gutters were installed on the west side of buildings 2,3 and 7 with a much more industrial size of gutter. We also had the heat tape in these rain gutters replaced.
- The security camera system project was completed by adding several more cameras including a camera in each garage and a camera looking at the Retreat from across Sandpoint Avenue. Currently, we have 12 cameras on the property and the feed from these cameras is available on his computer, the Owner Services and Maintenance computers and on our phones. We use this tool on a daily basis for employee follow up, security, research and general property conditions.
- We replaced a set of exterior furniture on the patio of the retreat.
- We replaced the refrigerator in the retreat kitchen.
- The two garage doors were washed, primed and powder coated.
- We had the outflow sewer pipe from the garage in building 7 re-graded to improve drainage.
- We had the large dining table in the retreat re-finished.
- We had curbed edging installed on the east side of buildings 5,6 and 3. This replaced the metal edging that surrounded the hedges in all of these locations.
- We replaced an outdoor light on the north side of the retreat.

This year plans for reserve expenditures include:

- 1 - Building 7 3rd floor Air Conditioner/Heating compressor will be replaced.
- 2 - Replace the brown cushions for the four marina pavilion low boy chairs
- 3 - Replace the brown cushions for the Al Fresco chairs on Al Fresco dining areas 2 and 3
- 4 - Replace the leading edge on the west side of the pool. This is the side that the pool cover rolls into.
- 5 - Add a Precor treadmill to the fitness room.
- 6 - Building 7 exterior painting. The bid for this project has been submitted to the board of directors for their decision to proceed on the project.

Total cost for the North, South and West side - \$59,270.00

Total cost for the East side - \$102,180.00

Work will include prep, cleaning, caulking, painting, trim and the beams.

7 – Hot tub tile

8 – Deck work in Building 7

Administrative

- In 2018, we welcomed 12 new owners to the Seasons Community. There were eight resales in building 7, two in building 3 and two in building 2.
- In 2018, we refined and updated the Rules and Regulations and various policies and guidelines, and all have been approved and updated on the website.
- At the end of 2018, all owners were current with their base assessments. We were very appreciative of the owner's timely assessment payments.
- We encourage the owners to access the owner's website which has a significant amount of information pertaining to the Association.

Ting Update

- The board has approved the installation of Ting wireless Internet throughout the property to replace the Northland cable system that is now in place.
- Ting has contracted to provide all Residences with 1 GB of internet access and 1 wireless router. The "go live" date is scheduled to be April 2 or sooner if possible.
- We are moving forward with Ting because the trend for most consumers is moving towards wireless internet streaming with their smart phones, smart TV's etc. We also are moving forward with this because of the dissatisfaction expressed by many owners about the current Northland Cable options and service. Owners polled were very much in favor of having a robust wireless internet service rather than subpar cable channels.

Scott then turned the floor back over to Janae.

Janae stated that since the Agenda has been completed for the Annual Meeting, she suggested to adjourn the 2019 Annual Meeting of the Seasons at Sandpoint Association. Teague Mullen and Mike Romine seconded the motion.

The Meeting was adjourned at 10:28 a.m. PST

