

SKYLINE CONDOMINIUM ASSOCIATION OF SILT, INC.

A meeting of the Board of Directors for the Skyline Condominium Association of Silt was held on April 9th, 2025, at 5 PM via ZOOM.

Roll Call

- Town of Silt (Jim Mann) (Present)
- Mike Liebelt (Absent)
- Michael Bertaux (Present)
- Laura Brown, HOA Manager Property Professionals (Present)

Call to Order:

The meeting was called to order at 5:01 PM by Laura Brown.

Quorum:

With 2/3 of the Board members present, a quorum was established.

Approval Action Items:

- Prior Board Meeting Minutes from 12.10.24 were provided to the Board of Directors via email prior to the meeting. A motion was made by Jim Mann to approve the minutes as presented. Seconded by Michael Bertaux No discussion. Unanimously passed.

Board of Directors Update

- Management provided the Board with Q1 Education, including a reference document titled the ABCs of Condo Ownership, a slideshow from the HOA Resource Center related to assessments and budgeting, and an article specific to Reserve Study Funding.

Management Report

- Financial Report
 - 2024 Year-End - Current bank account balances as of 12.31.24
 - Operating (Alpine Bank): \$13,461.66
 - Reserve (Alpine Bank): \$717.12
 - Current Delinquencies: \$2800.00 (4 owners), including special and regular assessments
 - 2025 Year-to-Date – Current Bank account balances as of 3.31.25
 - Operating (Alpine Bank): \$4204.80
 - Reserve (Alpine Bank): \$717.50
 - Current Delinquencies: \$1009.68 (2 owners), including special and regular assessments
 - Management confirmed that the current management agreement has expired and would like to hear feedback regarding current management services, needs, and scope of work from the Board members and owners present. At this time, the Board would like management to propose an updated contract that is in alignment with the current budget and previous agreement. Until that time, the current

contract will remain in place and the HOA and Management have a 30-day termination clause.

- Jim inquired about the funds for the special assessment and a maintenance coordination fee paid to management to assist in coordination the sewer line replacement last Fall. Going forward, he would like to include any maintenance coordination fees in special assessments and cost analysis.
- Maintenance Update
 - Management provided the Board with a draft Laundry Room Policy reflecting discussions on security, a cleaning schedule, and a charge to residents in the 6-plex for \$30 to offset the costs for the laundry facilities.
 - Jim Mann made a motion to approve the policy as presented. Michael seconded. No further discussion. Passed unanimously.
 - Management is instructed to send out the approved policy and ballot for owners to also approve before the policy can be fully executed.
 - Management provided the Board members with the landscape and irrigation contract for the upcoming season from Daly at \$5669.71 for the season.
 - The Board instructed management to ask Daly if they would be willing to provide limited landscape services on an on-call basis/time and material basis for parking lot and general property clean-up.
 - The Board would also like to Daly to perform a general clean up of the hillside along 7th Street and behind the middle building to clear overgrown debris.

Old Business:

- Becky Gonzales said there is a ton of trash along the hillside/dumpster area. A neighbor of hers has pet waste and personal property. Management confirmed that this has been an on-going issue and letters of violation have been sent in accordance with the Covenant Enforcement Policy. She would also like more clarification on the outside water spigots.
 - Jim Mann confirmed that the spigots are not active with the Town, most likely to save the HOA money by not having to pay the base minimum charge each month on the hose bibs on each building.
- Michael noted that his dryer vents are full and that he needs contact information for his neighbors, so they can address that collectively.
- Tom Sabel agrees and would like to connect with his neighbors as well.
- Management is willing to arrange a community clean-up day at the direction of the Board and volunteers would need to coordinate with neighbors.

New Business:

- Mike Liebelt is currently in the process of selling and would like to resign from the Board of Directors effective immediately.
- Tom Sabel would like to be considered to fill his position on the Board.
 - Michael Bertaux made a motion to appoint Tom to the vacant position. Second, by Jim Mann. No further discussion. Passed unanimously.
- The next meeting is scheduled for **August 6th, 2025, at 5 PM via ZOOM.**

Adjournment



There being no further business to come before this meeting, it was motioned by Michael Bertaux to adjourn at 5:52 PM. Jim Mann seconded the motion. The meeting was adjourned.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals