

ROARING RIVER LODGES CONDOMINIUM ASSOCIATION

Board Meeting Minutes

Date: Wednesday, December 16th, 2025

Time: 5:30pm MT

Location: Aspen Design House (23400 Two Rivers Road, Unit 41, Basalt)

Call to Order

1. The meeting was called to order at 5:37pm by Denise Taylor
2. Attendees present in-person: Annette Ensign, Jason Anderson, Jeff Novogratz, Gretta McKenney, Deb Long, Roger Long, Michaela Wortman, Marshall Cleveland, and Denise Taylor
3. No Attendees were present via Zoom; Denise shared that Shirley Richard was unable to make it

Opening Comments

1. Denise shared the goal of keeping the meeting to 1.5 hours by allowing the member sharing information to complete their message and then go around the room to allow each board member to share comments and feedback rather than interruptions taking up time

Approval of Prior Board Meeting Minutes

1. Meeting Minutes of prior meeting on 11/19/2025 were approved with no discussion

Property Manager's Report and Proposed 3" Snowplowing Rule Discussed

1. Jason, the property manager, presented December's Maintenance and Repairs, including:
 - Responding to and investigating reported leak issues in both Building A and Building B
 - He contracted Shield Construction to patch the leaky areas surrounding the evaporative cooler located above Roxy's Aesthetics
 - Many skylights on building A were noted to rely on Bituthane (membrane) for waterproofing and lack correct metal flashing and this was mentioned as a primary source of potential water intrusion
 - Shield Construction is preparing a quote to fabricate and install proper metal flashing around the skylights in Building A. Noted that quick and dirty fix of silicone caulking has already been done, to no avail in protecting Patrice Becker's unit, sun is the reason for deterioration.
 - The Board discussed the metal flashing and decided that only the skylight with active water intrusion would get the metal flashing and the rest would be addressed with the impending roof replacement to save costs coming from the reserves
2. Administrative and Parking Enforcement
 - Investigation was held to identify owners of abandoned vehicles and noted that one such vehicle just drove away over the weekend
 - Contact with Shaun's Towing was initiated to discuss establishing formal towing agreement to enforce parking violations, abandoned vehicles, and signage
3. Near Future Tasks and Strategic Planning

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- CORE to enroll HOA in their Benchmarking Program in coordination with Town of Basalt to track energy performance and ensure compliance with local ordinances.
- 4. Jason noted the email info@streamsidehoa.com is available for a general email for HOA use. Communications to this address will go to Gretta.
- 5. Proposed 3” Snowplowing Rule discussed
 - Annette noted an ice damn is already forming in front of her building without the 3” rule, posing danger to her and her clients. Deb notes that several businesses and residential complexes in Aspen have a 3” rule and has concerns about management plowing at snowfall limits that are unnecessary. Other members share the sentiment that 3” in a complex as busy and shaded as RRL is unsafe for patrons and Board agrees to keep snowplowing on ‘as needed’ protocol rather than instate a new 3” rule to promote health and safety. Management agrees to use their discretion in the matter.

Financial Statement Review

1. Review of 11/30/2025 Financial Statement tables until the next meeting per Shirley
2. Year-end financials to be reviewed at January’s meeting

Owner Committee Reports; Enforcement Policy Complete; Association Conversion to Not-For-Profit

1. Finance – Deb Long
 - Deb shared that the Enforcement Policy is complete and needs President’s signature. Deb to send to the Board for review
 - Annette makes the point that property manager should enforce policy rather than Board Members policing their neighbors. Jason proposes a Google Form utilized at other properties to report violations and comments/concerns, track a fine, and the Manager or a Board Member to provide notice to owner in violation, depending on the situation. Board agrees to move forward with that route
 - Progress on Owner vs Association responsibility, list of inclusions with dues
 - Deb provides list of breakdown to be shared with owners
 - Generate late fee structure
 - Deb to prepare in near future
 - Gretta received an email from Tim Hobbs confirming the Association will not be taxed on Special Assessment funds as income for 2025
 - Progress on converting for Profit to Not-for-Profit status with CO SOS and CCIOA
 - Deb updated registered agent and mailing address with Colorado Secretary of State from previous bookkeeper, Stephanie Wheeler, to herself.
 - Not yet complete: 1. Register Association with Division of Real Estate and assign a Designated Agent and 2. Update the Secretary of State registration of the Association as not-for-profit
 - Deb notes necessity to make cuts to preserve budget and proposed the following list of suggested cuts:
 - Cut bathroom cleaning in half to save \$2,500/year
 - Close Building B bathroom due to non-use
 - Remove waste areas in pet stations \$2,500/year

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- o Compost station \$900/year
 - Compost cost is offset by waived overflowing charges that would otherwise be assessed to the HOA due to heavy use
 - o Window washing \$1,000/year
 - o Remove coolers and heating and maintenance
 - Board has previously approved assessing swamp cooler cost to individual owners
 - Board agrees to take this issue to the owners to vote rather than make it a Board vote due to increasing. Board appreciate Deb's concern for owner finances and preserving the budget but have concerns over recent raise in dues immediately followed by cuts in amenities.
2. Maintenance and Landscape – Gretta McKenney and Annette Ensign
- Gretta notes the Reserve Study is underway, contracts signed and paid for, and we are on the 12-week timeline for turnaround
 - Progress on Notice to Owners/Tenants Regarding Noise
 - o Annette to print and distribute by end-of-week
 - o Deb to address parking space allotment and pricing, signage for no overnight parking
3. Residential – Michaela Wortman
- Noted that Winter 2025 Newsletter to homeowners regarding BOD progress/ updates was send prior week
 - Progress on Jan Newsletter
 - o Notice to owners regarding Swamp Cooler/Boiler charges to individual owners beginning 2026
 - o Owner vs Association responsibility of inclusions list from Deb
 - o Gretta would like to add that ability to do online payments is live as of Jan
 - Jason to look at Google Form for complaints, violations, and also comments (not necessarily negative)
4. Architectural Review – Denise Taylor
- ARC guideline scheduled for early 2026

Other Business

1. Gretta made the Board aware an owner that will need a year to pay their special assessment; concerned about having increased reserve assessment and potential increase in dues come June, not tacking on late fees/interest for this owner

2026 and looking ahead

1. Thoughts, goals, and aspirations for the year ahead
- Discussion to think about what are our core values as a board, and how can we carry those through 2026 and beyond? Ex: happy, healthy, part of a fun community, create value for owners and ensure they feel heard and have opportunity to get to know one another to instill sense of community; potential events for community building

Suggested Action Items

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1. Gretta and Deb to follow up with CO SOS to update Not-for-Profit status and register HOA with CO Division of Real Estate and assign a registered agent.
2. Parking Discussion with towing and pricing to continue at January meeting

Meeting Adjourned

1. The meeting was adjourned at 7:06pm by Denise Taylor