

## **Notice of Snowmass Homeowners Association 2021 Annual Meeting**

Notice is given that a continuation of the Annual Meeting of Members of the Snowmass Homeowners Association will be held on **November 30, 2021**, at **4:00PM** Mountain Time

### **VIA ZOOM WEBINAR TELECONFERENCE**

**Join Meeting or Dial In: 1-346-248 -7799**

<https://us02web.zoom.us/j/83403059597?pwd=NmhzNnNqU01qM0YyUGZ5d3NOcmJmQT09>

**Meeting ID: 834 0305 9597**

**Passcode: 004535**

**IF YOU PREVIOUSLY VOTED FOR A BOARD MEMBER, YOU CAN ONLY VOTE FOR APPROVAL OF THE PROPOSED 2021-2022 BUDGET.**

Association business to be conducted includes:

1. Call to Order & Establish Quorum
2. Proof of Notice
3. Approval of 2021-2022 Budget
4. Board Member Elections
5. Adjournment

Those in attendance at the meeting on October 26, 2021, voted to continue the meeting to November 30, 2021. If you did not vote or send in a proxy, **PLEASE** do so for the November meeting to reach a quorum. Also, please vote for Board Members and the 2021-2022 Budget.

Again, this year we have added the option to vote electronically using a third-party representative. This is a safe and efficient method to increase participation while saving time and money. Each owner with an email on file will receive an email invitation to vote from the Snowmass Homeowners Association voting site. Please add this email address [snowmasshoa@ivotehoa.com](mailto:snowmasshoa@ivotehoa.com) to your safe list/address book so you can participate in the vote.

There are two (2) options to vote. Please vote using only one method.

#### **1. Vote online** (preferred).

Electronic voting is safe and easy. Follow the instructions on the invitation email you receive from our voting site [snowmasshoa@ivotehoa.com](mailto:snowmasshoa@ivotehoa.com). If you don't receive the email you can go to the website below to request your code.

Web Address: <https://snowmasshoa.ivotehoa.com/register> or click on this QR Code



#### **2. Attend the meeting to vote.**

Proxy has been sent to homeowners if they are unable to attend the November 30, 2021 meeting. In order for the business of the Association to be conducted, a quorum of owners must be present or represented by Proxy, so if there is any chance that you will not attend, it will be appreciated if you would **return the signed Proxy** as soon as possible but no later than 12:00 November 30, 2021, or e-mail John Kenny at [office@snowmasshomeowners.com](mailto:office@snowmasshomeowners.com)

Snowmass Homeowners Association, Inc  
c/o The Romero Group  
350 Market Street, Suite 304 / PO Box 4100 Basalt, CO 81621  
970-273-3100

**SNOWMASS HOMEOWNERS' ASSOCIATION, INC.**

**Voting Ballot for the continued Annual Homeowners Meeting  
Scheduled for Tuesday, November 30, 2021, at 4:00PM Mountain Time**

**DO NOT FORGET TO VOTE FOR THE 2021 - 2022 BUDGET**

**2021 – 2022 Budget Approval – Please see Proposed Budget Attached**

YES       NO

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**Name:** \_\_\_\_\_

**Snowmass Homeowner Subdivision/Address:** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Budget Vote must be returned and received no later than 12:00PM on  
November 30, 2021, ballot shall be void if not signed.**

## Snowmass Homeowners Association, Inc.

## Budget Analysis

November 2021 through October 2022

		FYE 2021 Proforma Actual	FYE 2021 Approved Budget	FYE 2022 Proposed Budget	2021 Proforma vs. 2022 Proposed Budget	
		Nov-Oct	Nov-Oct	Nov-Oct	\$ Variance	% Variance
<b>Beginning Operating Funds</b>		<b>43,239</b>	<b>43,239</b>	<b>43,239</b>		
<b>ASSESSMENT REVENUE</b>						
4110	Assessment Income	88,462	91,245	91,350	2,888	3%
4182	Architectural Fees Revenue	11,050	5,000	6,000	(5,050)	-46%
<b>Total ASSESSMENT REVENUE</b>		<b>99,512</b>	<b>96,245</b>	<b>97,350</b>	<b>(2,162)</b>	<b>-2%</b>
<b>ASSESSMENT REVENUE</b>						
4700	Miscellaneous Income	-	-	-	-	0%
4710	Interest Income	82	100	60	(22)	-27%
	Transfer from Reserves	1,284	52,045	24,824		
<b>Total ASSESSMENT REVENUE</b>		<b>1,366</b>	<b>52,145</b>	<b>24,884</b>	<b>23,518</b>	<b>1722%</b>
<b>Total Operating Income</b>		<b>100,878</b>	<b>148,390</b>	<b>122,234</b>	<b>21,356</b>	<b>21%</b>
<b>Expense</b>						
<b>OFFICE &amp; ADMINISTRATION EXPENSES</b>						
6005	Bank Fees	2	-	-	(2)	-100%
6010	Office Supply & Admin	1,899	2,050	2,000	101	5%
6015	HOA Meeting Expense	1,600	1,000	1,600	-	0%
6021	Filing Fees	324	200	240	(84)	-26%
6025	Technology & Website	4,302	1,000	2,568	(1,734)	-40%
6040	Office Rent	11,289	11,000	1,881	(9,407)	-83%
<b>Total OFFICE &amp; ADMINISTRATION EXPENSES</b>		<b>19,416</b>	<b>15,250</b>	<b>8,289</b>	<b>(11,127)</b>	<b>-57%</b>
<b>PROFESSIONAL FEES</b>						
6054	Legal	2,513	10,000	5,000	2,487	99%
6056	Tax Preparation	300	300	500	200	67%
6070	Design Committee	7,965	14,000	14,000	6,035	76%
6071	Design Committee - TRG	-	-	15,600	15,600	100%
6080	Other Professional Fees	46,440	46,440	3,870	(42,570)	-92%
<b>Total PROFESSIONAL FEES</b>		<b>57,218</b>	<b>70,740</b>	<b>38,970</b>	<b>(18,248)</b>	<b>-32%</b>
<b>MANAGEMENT SERVICES</b>						
6110	Management Services - TRG	-	-	31,980	31,980	100%
6111	Accounting Services - TRG	-	-	8,250	8,250	100%
<b>Total MANAGEMENT SERVICES</b>		<b>-</b>	<b>-</b>	<b>40,230</b>	<b>40,230</b>	<b>100%</b>
<b>INSURANCE</b>						
6152	Insurance Expense	8,195	8,200	8,605	410	5%
<b>Total INSURANCE</b>		<b>8,195</b>	<b>8,200</b>	<b>8,605</b>	<b>410</b>	<b>5%</b>
<b>LANDSCAPE &amp; IRRIGATION</b>						
6413	Weed Control	8,410	10,000	10,000	1,590	19%
6448	Wildfire Mitigation Expense	2,567	30,000	10,000	7,433	290%
<b>Total LANDSCAPE &amp; IRRIGATION</b>		<b>10,977</b>	<b>40,000</b>	<b>20,000</b>	<b>9,023</b>	<b>82%</b>
<b>UTILITIES</b>						
6880	Telephone	1,143	1,000	1,140	(3)	0%
<b>Total UTILITIES</b>		<b>1,143</b>	<b>1,000</b>	<b>1,140</b>	<b>(3)</b>	<b>0%</b>
<b>OTHER</b>						
6915	Miscellaneous Expense	1,205	100	-	(1,205)	-100%
6920	Contingency	-	-	5,000	5,000	100%
5400	· Prior Year Assessment Adjustment	2,130	600	-	(2,130)	-100%
5652	· Credit Card Fees	192	-	-	(192)	-100%
5750	· Computer	403	500	-	(403)	-100%
5767	· Executive Assistant	-	12,000	-	-	0%
<b>Total OTHER</b>		<b>3,930</b>	<b>13,200</b>	<b>5,000</b>	<b>1,070</b>	<b>27%</b>
<b>Total Operating Expense</b>		<b>100,878</b>	<b>148,390</b>	<b>122,234</b>	<b>21,356</b>	<b>21%</b>
<b>NOI - Net Operating Income</b>		<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>17%</b>

**Snowmass Homeowners Association, Inc.**

**Budget Analysis**

November 2021 through October 2022

<b>Available Operating Funds</b>	43,239	43,239	43,239
<b>Due from Operations/To Reserves</b>	-	-	-
<b>Ending Operating Funds</b>	<u>43,239</u>	<u>43,239</u>	<u>43,239</u>

<b>Beginning Reserve Funds</b>	60,653	60,653	59,369
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**Other Income & Expense**

**Other Expense**

**CAPITAL EXPENSES**

8001	CP - Legal (Governing Doc Update)	-	-	20,000	20,000	100%
	<b>Total CAPITAL EXPENSES</b>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>100%</u>
	<b>Total Other Expense</b>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>100%</u>
	<b>Net Other Income</b>	<u>-</u>	<u>-</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>100%</u>
	<b>Net Income</b>	<u>(0)</u>	<u>-</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>11111128%</u>

<b>Available Reserve Funds</b>	60,653	60,653	39,369
<b>Due from Operations/To Reserves</b>	<u>(1,284)</u>	<u>(52,045)</u>	<u>(24,824)</u>
<b>Ending Reserve Funds</b>	<u>59,369</u>	<u>8,608</u>	<u>14,545</u>

<b>Total Operating &amp; Reserve Funds</b>	102,608	51,847	57,784
<b>Total Architectural Funds</b>	107,944	107,944	107,944
<b>TOTAL FUNDS</b>	<u>210,553</u>	<u>159,791</u>	<u>165,728</u>

**Snowmass Homeowners Association, Inc.**

**Budget Notes**

November 2021 through October 2022

**Revenue**

4110	Assessment Income	Assessments Income is Budget at \$105 per unit for 870 units.
4182	Architectural Fees Revenue	Estimated budget to reflect \$350 preliminary fees plus \$100 final inspections fees that will be incurred for the year.
4700	Miscellaneous Income	Budget. at \$0 as no miscellaneous income is anticipated.
4710	Interest Income	Budget based on anticipated interest earned on bank accounts.
	Transfer from Reserves	Funds transferred from reserves to create a zero balanced budget.

**Expense**

6005	Bank Fees	Budget at \$0 as no bank fees are anticipated.
6010	Office Supply & Admin	Budget to cover cost of mailing, printing, check stocks, QBs monthly fees, etc. Printing and mailing includes estimated costs of annual meeting packets.
6015	HOA Meeting Expense	Budget to cover costs of annual meeting including cost for Strategja-XL/vote.com.
6021	Filing Fees	Budget at \$20 per month to cover county filing fees.
6025	Technology & Website	Budget at \$214 per month to cover monthly recurring charges for webhosting and other website fees plus and any administrative support required to keep website updated.
6040	Office Rent	Budget at current office rent amount to cover November and December rent for the Snowmass Center HOA office.
6054	Legal	Budget at \$5,000 for the year to cover anticipated legal expenses. Legal expense for the Governing Document review/amendment is in the Capital expenses not contemplated in the operating expenses.
6056	Tax Preparation	Budget to cover CPA tax preparation.
6070	Design Committee	Budget flat to previous year to cover design committee expenses. Currently, this expense line is higher than the income line as the Design Committee is not contemplated to be fully supported by the Design Fees
6071	Design Committee - TRG	Budget based on TRG labor schedule to cover cost of TRG time to attend meetings and complete miscellaneous tasks.
6080	Other Professional Fees	Budget to cover expense to have Donna assist for a couple months of transition to TRG management.
6110	Management Services - TRG	Budget based on TRG labor schedule to cover regular management and administrative tasks.
6111	Accounting Services - TRG	Budget based on TRG labor schedule to cover regular accounting tasks.
6152	Insurance Expense	Budget based on a 5% increase from previous year actual per John Wilkenson estimate.
6413	Weed Control	Budget flat to previous year to cover weed control expenses within common area landscape.
6448	Wildfire Mitigation Expense	Budget to increase mitigation efforts compared to actuals. Per John Mele with Roaring Fork Fire, shared expenses with TOSV and Pitkin County.
6880	Telephone	Budget to cover current telephone number cost.
6915	Miscellaneous Expense	Budget at \$0 as no miscellaneous expenses are anticipated. A contingency line has been added.
6920	Contingency	Budget at \$5,000 to cover unanticipated expenses that may occur.
5400	Prior Year Assessment Adjustment	Budget at \$0 as no Prior Year Assessment Adjustment expenses are anticipated.
5652	Credit Card Fees	Budget at \$0 as the new system, AppFolio, passes on credit card expenses directly to the homeowner paying their association fee.
5750	Computer	Budget at \$0 as there will not be a dedicated computer for the HOA due to change in management companies.
5767	Executive Assistant	Budget at \$0 as there will not be an Executive Assistant added due to change in management companies. All administrative expenses will be captured in Management Services - TRG.

**Other Expense**

8001	CP - Legal (Governing Doc Update)	Budget to cover cost of updating governing documents including surveying. Estimate provided by counsel.
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# SNOWMASS HOMEOWNERS' ASSOCIATION, INC.

## Proxy for the continued Annual Homeowners Meeting

Scheduled for Tuesday, November 30, 2021, at 4:00PM Mountain Time

**ONLY VOTE FOR CANDIDATE IF YOU DID NOT PREVIOUSLY VOTE!!!!**

### **Proxy Designation for Voting**

If you are unable to attend this meeting or wish to designate your vote to another Snowmass Homeowner, please complete the following.

I/We, Snowmass homeowner(s) with property at \_\_\_\_\_ as of November 30th, 2021, hereby appoint. (Please check one)

\_\_\_\_\_ Gene Burrus, President of the Snowmass Homeowners Association Board

\_\_\_\_\_ Any member of the Snowmass Homeowners Association Board with the proxies indicating this choice being evenly distributed among the board members

\_\_\_\_\_ (person of your choice)

As my/our agent on my/our behalf upon any business which may properly come before the November 30, 2021, meeting, or any adjournment thereof.

### **Candidates – Please Vote for 3 - Please see Candidates Bio Information Attached**

- |   |   |
|---|---|
| <input type="checkbox"/> Michele Clements | <input type="checkbox"/> Eric Mangelsen |
| <input type="checkbox"/> Gus Oliver       | <input type="checkbox"/> James Wynne    |
| <input type="checkbox"/> David Filler     | <input type="checkbox"/> Deborah Madsen |
| <input type="checkbox"/> Mark Hammer      | <input type="checkbox"/> Peter Lawyer   |
| <input type="checkbox"/> Reed Lewis       |   |

Name: \_\_\_\_\_

Snowmass Homeowner Subdivision/Address: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Budget Vote must be returned and received no later than 12:00PM on November 30, 2021, ballot shall be void if not signed.**

**Please mail, fax, or email your proxy to:**

Snowmass Homeowners Association  
c/o The Romero Group, LLC  
PO Box 4100,  
Basalt, CO 81621

[office@snowmasshomeowners.com](mailto:office@snowmasshomeowners.com)

# SNOWMASS HOMEOWNERS ASSOCIATION, INC.

**Gene Burrus**, President – 2023

**Jami Lee Ferraro**, Secretary/Treasurer – 2023

**Stan Clauson**, Director - 2022

**Worthe Holt**, Director - 2023

**Jack Lafield** – Director - 2022

**Gus Oliver**, Vice President – 2021

**Michele Clements**, Director – 2021

**Jenny Cooper**, Director - 2021

**Norbert Hansch**, Director – 2022

**This ballot is only valid for the continuing Annual Owners Meeting scheduled for November 30, 2021, at 4:00PM Mountain Time, for the purpose of reaching quorum requirements of 50% on voting for Board Members and the 2022 Budget. In order to be counted, ballots must be received no later than 12:00PM on Tuesday, November 30, 2021. All ballots received will be used for quorum purposes and are irrevocable. Only one ballot per lot allowed.**

**Number of Members/Units in Community: 867**

**Quorum Requirements: 50%**

**There are three (3) vacancies.**

## **BOARD OF DIRECTOR APPLICANTS**

**Michele Clements – (Incumbent Board Member) Currently Director**



**Full Time/Part Time:** I have owned a home in Snowmass Village for 15 years and am a Part-Time Resident.

**Address:** 1026 Sinclair Road

**Candidate's Personal Information:**

Past Civic or Board Participation: Former board member and President of River Oaks Women's Golf Association

Professional / Business Experience: Former head of marketing for a national homebuilding company; currently have an "organizing" business and I am also an Airbnb host of 4 homes in the Aspen/Snowmass area.

**Reasons for wanting to serve on the Association Board:**

I want to do whatever I can to continue making Snowmass Village a wonderful place to live.

**Gus Oliver – (Incumbent Board Member) Currently Vice-President**

**Full Time/Part Time:** Full Time Resident

**Address:** Rodeo Place

**David Filler –**

**Full Time/Part Time:** 4- years part-time

**Address:** 3 Homes in Ridgerun, 1 Home in The Pines

**Candidate's Personal Information:** Attorney

**Deborah Madsen**



**Full Time/Part Time:** Full Time Resident, 41 years in Snowmass Village

**Address:** 118 Maverick Circle – Crossings

**Candidate's Personal Information:** Snowmass Club 27 years Athletic Coordinator, personal trainer, fitness instructor, hiking and ski guide. Viceroy Hotel Concierge, Banquets.

Property Manager for Luxury Estate Managers of Aspen Coordinated all aspects of the Property management business, including office manager, coordinating vendors etc.

**Reasons for wanting to serve on the Association Board:** I've recently retired, and I would like to give back to this amazing community after raising my children here.

I have an eye for detail and care deeply about the future of Snowmass Village.

Thank you for considering me for the board.

**Eric Mangelsen**



**Full Time/Part Time:** Full Time Resident for 8 years.

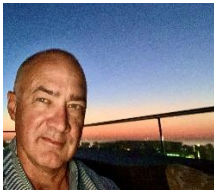
**Address:** 109 View Ridge Lane - Ridgerun

**Candidate's Personal Information:** My wife, Allison, and I have 4 children and love everything about SMV. I'm the Board President for the Roaring Fork Condo Assoc. which manages the commercial building my office is located in Aspen, and I am the Treasurer for Brake the Cycle, a not-for-profit organization that raises money and awareness for water wells in Zambia. I am the VP of a family-owned commercial real estate company wherein I oversee all aspects of the business. Previously, I worked in the public accounting industry as an auditor for public companies.

**Reasons for wanting to serve on the Association Board:** I would like to help the Association Board engage more with the homeowners in the Association with periodic communications as well as work with the Town of SMV on the upkeep of roads, tree trimming and cleaning brush along roads. We live in a world class community, and I believe the subdivisions should reflect that aesthetically too. I have a robust financial experience background that I can bring to the Association Board too.



**Peter Lawyer**



**Full Time/Part Time:** Part Time Resident

**Address:** 1155 Wood Road - Wood Run

**Candidate's Personal Information:** I am a recently retired Senior Partner with The Boston Consulting Group, still working part-time for the firm as a Senior Advisor. My wife Monica and I have been married 37 years and we have 4 adult children, one of whom is married and recently made us grandparents! I grew up in Belgium and lived with our young kids in Japan for 3 years. We now reside in Naples, FL, seasonally and typically spend summer in the Midwest. However, that pattern is likely to change with our Wood Road home purchase. We are avid skiers, as are our kids—so we're excited to add Snowmass to the mix.

**Reasons for wanting to serve on the Association Board:** I strongly believe that serving community associations and non-profits helps people create stronger connections to the places where they live and work. I have been a board member or chair for member associations continuously for the last 15 years. If elected, I will work to preserve the unique appeal of our neighborhood—balancing responsible development with the utmost respect for the things that make our community so attractive.

**Reed Lewis**

**Full Time/Part Time:** Full Time Resident for many years.

**Candidate's Personal Information:** Owner of Local Business

**Mark Hammer**



**Full Time/Part Time:** Part Time Resident for 1 year

**Address:** 95 Ridge Road - Ridgerun

**Candidate's Personal Information:** Married to Amy for 26 ½ years this month. One son (Jake) is a senior at TCU. 29 years in the commercial construction business. I am currently Executive VP and Managing Partner.

**Reasons for wanting to serve on the Association Board:** I believe Board participation is an opportunity to help guide an organization. It is important to come into an operating group and see where I can help. I like to do this through being a good listener.

**James Wynne**



**Full Time/Part Time:** Part Time Resident

**Address:** 261 Edgewood Lane - Shadowbrook Condominium Owner

**Candidate's Personal Information:** I am active in the real estate and property management business for over 30 years. I have served on multiple HOA's in resorts and residential areas through the years. Current HOA president of Upper Shadowbrook Condominium in Snowmass. Have been skiing in Snowmass for past 45 years. Married and have three kids who love to ski.

**Reasons for wanting to serve on the Association Board:** I like to be involved in areas where I own property. I take a genuine interest in what is happening around me. I currently work with John Kenny in my role at Shadowbrook so I have good working relationships with him and the folks at The Romero Group.