

Sun Vail Condominium Association
Board Meeting Minutes
Thursday, July 21, 2022, at 4:00PM MT
Via Zoom.us

BOARD MEMBERS PRESENT VIA VIDEO CONFERENCE CALL: Mike Block, Charles Croney, Bruce Johnson, and Brian Wilson

BOARD MEMBERS NOT PRESENT: Sharie Grant

ALSO PRESENT VIA VIDEO CONFERENCE CALL: Dan McNeill, Managing Agent, Dave Zippie, CPA and Sara Thurston McNeill, Secretary to the Meeting

- I. Roll Call. With four of five Board members present by Zoom, a quorum was established. Dan McNeill called the meeting to order shortly after 4:00PM.

- II. Review and Approval of the Minutes of the June 22, 2022, Board of Directors Meeting. These minutes were drafted by management and circulated to the Board. There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE JUNE 22, 2022, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was duly seconded and approved unanimously.

- III. 2022-23 Fiscal Year Budget Presentation. Dave Zippie, CPA prepared and presented the proposed 2022-23 fiscal year budget. He explained that he prepared a nine-month operating budget based upon the fact that the Board voted to change the fiscal year end to June 30. No dues increase is proposed.

Dave reviewed each line item with the Board. Incremental increases are expected in the line items of natural gas, insurance and trash. He expects that the association will end the 2021-22 fiscal year with a net surplus of approximately \$15,000.

After review and discussion, there was a MOTION: TO APPROVE THE 2022-23 FISCAL YEAR OPERATING BUDGET AS PRESENTED. The motion was duly seconded and carried unanimously. Regular dues will remain at \$2250 per unit per quarter. Total assessment income will total \$405,000 and \$40,500 will be contributed to reserves. The 2022-23 budget is attached hereto and incorporated into these minutes.

IV. Manager's Report. Mark Sauerman sent the following maintenance report to the Board via email along with the updated Projects List prior to the meeting:

- There are no issues with the pool and hot tub to report. However, the sauna stopped working. I had Gore Range Electric check it out and a new sauna unit is needed. We don't know what caused the sauna to stop working. It is six years old. Gore Range is working up a bid for a new one. Corey continues to service the facility 7 days a week.
- There was a flood from Unit 24-A into Unit 14-A that I had to intervene with due to the fact that the upper unit is managed by Vacasa and the lower by Berkshire Hathaway. Nothing was moving forward for about a week and now I have everything moving to get restored. The leak was caused by a faulty wax ring on one of those wall mounted toilets. The toilet will be reset after the bathroom is tiled with a fiber gasket instead of a wax ring.
- We continue to receive regular trouble signal emails from the fire alarm system. Typically, they restore on their own but not all of the time. Either way I must go to the alarm panels and reset them after an event. A plan for replacement of this system should be in place.
- The decks boards and metal top caps are in need of full power washing painting. This is approximately a \$25,000 project.
- The mow crew did some extra weed-eating around the buildings this week.
- Charles reported some excessive spider activity at the complex. I called Terminix and they are going to do an additional treatment on August 5th. Then they will be back for their regular service two weeks after that and they are confident that this should take care of the problem.
- Mike Gardner and I have not done the final walk through with Arapahoe Roofing. Mike has requested to schedule this with Arapahoe, but I have not heard back from them yet.
- There are no issues to report with the cable and internet system that we implemented.
- Between last fall and this spring, all of the dryer vents have been cleaned and repaired except the west side of Building C which we will have done this fall. Moving forward this should be a way less time-consuming project.
- We could do a LOT of broken and pulverized paver replacement this summer and some leveling as well. If I can get a budget number for this, then I can get this scheduled and take care of at least the high priority areas. We will continue to battle all of the freeze thaw issues during the winter months with the pavers on the steps which are a major premises liability.
- We are hoping to get a little more pop from the entry flowers. The flower crew is scheduled for tomorrow for a thorough dead-heading.

- I have an on-site meeting scheduled for next Tuesday for another bid for tree removal. This was delayed a bit because the arborist had COVID, then shoulder surgery. We should have a second bid by next week.

Dan briefly reviewed the reserve study with the Board. Asphalt repairs (including the installation of some wedges by garage doors with significant gaps) are scheduled and landscape architecture fees to Mac Design have already been paid this year. The roof replacement project on Buildings D and E is done. Capital projects under consideration for the 2022-23 fiscal year include walkway replacement, landscape lighting work, tree removal (as required for wildfire mitigation), replacement of the heating unit in the sauna and chimney cap work.

Future capital projects include exterior painting (with siding replacement), a comprehensive driveway and drainage project and the replacement of common hallway carpeting.

It was duly noted that the large-scale capital projects identified in the reserve study will need to be funded via special assessment. This will be a topic of discussion at the 2022 Annual Meeting.

- V. Other Business. Management will distribute the Annual Meeting Notice tomorrow, along with the approved budget. Charles and Sharie have terms that expire at the meeting. Management will send out a request for volunteers to serve on the Board with the Notice.

The Annual Meeting is scheduled for Saturday, August 20, 2022, at 1PM MT. The meeting will be held virtually via Zoom (since the Library and Town Council Chambers are still closed for meetings). A homeowner gathering at the pool later that afternoon will depend on the current level of the COVID positivity rate in the community.

- VI. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 4:50PM.

Respectfully submitted,

Secretary to the Meeting

| SUN VAIL CONDOMINIUM ASSOCIATION | | | | | 9 | |
|--|-----------------------------------|------------|------------|------------|------------|------------|
| NET SURPLUS (DEFICIT) FOR THE NINE MONTHS ENDING JUNE 30, 2022 | | | | | | 2022-2023 |
| | | | | | | 9 Months |
| | | | | | 2021-2022 | June 30 |
| | | | | | Approved | Approved |
| | | | | | Budget | Budget |
| Revenues | | | | | | |
| | Operating Dues | \$ 364,500 | \$ 364,500 | \$ - | \$ 486,000 | \$ 364,500 |
| | Reserve Dues | 40,500 | 40,500 | - | 54,000 | 40,500 |
| | Interest | 30 | 75 | (45) | 100 | 10 |
| | Late Fees | 1,841 | - | 1,841 | | |
| | Garage Sale Gain | 60,659 | - | 60,659 | - | - |
| Total Revenues | | 467,530 | 405,075 | 62,455 | 540,100 | 405,010 |
| General & Administrative Expenses | | | | | | |
| | Accounting | 5,400 | 5,400 | - | 7,650 | 6,125 |
| | Bank Fees | | 38 | (38) | 50 | 10 |
| | Electric-Commons | 11,877 | 13,000 | (1,123) | 17,000 | 12,000 |
| | Natural Gas | 14,537 | 12,000 | 2,537 | 15,000 | 15,000 |
| | Cable TV & Internet | 25,561 | 32,325 | (6,764) | 43,100 | 36,000 |
| | Depreciation | 3,161 | 3,161 | - | 4,215 | 1,404 |
| | Income Taxes | | - | | | |
| | Insurance | 32,559 | 31,500 | 1,059 | 42,000 | 34,000 |
| | Landscaping-Commons/Grounds | 36,836 | 37,000 | (164) | 60,000 | 37,000 |
| | Garage Offices - Association Dues | 3,898 | 6,000 | (2,102) | 8,000 | 600 |
| | Interest Expense | | - | - | | |
| | Legal Fees | 728 | 750 | (22) | 1,000 | 500 |
| | Maintenance - Buildings | 39,133 | 33,750 | 5,383 | 45,000 | 34,761 |
| | Fire Alarm Systems | 25,967 | 18,750 | 7,217 | 25,000 | 25,000 |
| | Building Janitorial | 8,722 | 11,250 | (2,528) | 15,000 | 9,000 |
| | Maintenance Pool | 23,383 | 26,250 | (2,867) | 35,000 | 24,000 |
| | Management Fees | 16,515 | 15,345 | 1,170 | 20,460 | 17,100 |
| | Office Expense | 1,384 | 1,500 | (116) | 2,000 | 2,000 |
| | Pool Open/Close | 8,869 | 9,000 | (131) | 12,000 | 9,000 |
| | Snow Shoveling | 24,152 | 18,000 | 6,152 | 18,000 | 20,000 |
| | Snow Plowing | 6,947 | 9,000 | (2,053) | 9,000 | 9,000 |
| | Snow Loader | 3,727 | 5,000 | (1,273) | 5,000 | 5,000 |
| | Roof Shoveling | 5,430 | 6,000 | (570) | 6,000 | 6,000 |
| | Trash | 12,110 | 10,500 | 1,610 | 14,000 | 13,000 |
| | Water & Sewer | 47,447 | 47,250 | 197 | 63,000 | 48,000 |
| Total Expenses | | 358,343 | 352,769 | 5,574 | 467,475 | 364,500 |
| Transfer To Reserve | | 101,189 | 40,575 | 60,614 | 54,100 | 40,510 |
| Net Surplus (Deficit) | | 7,998 | 11,731 | (3,733) | 18,525 | - |
| Beginning Surplus (Deficit) | | 100,000 | 100,000 | - | 100,000 | 15,000 |
| Ending Surplus (Deficit) | | \$ 107,998 | \$ 111,731 | \$ (3,733) | \$ 118,525 | \$ 15,000 |