

Sun Vail Condominium Association
Board Meeting Minutes
Wednesday, April 21, 2021, at 4:00PM MT
Via Zoom.us

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

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

BOARD MEMBERS NOT PRESENT: Sharie Grant

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

- II. Review and Approval of the Minutes of the February 24, 2021, Board of Directors Meeting. These minutes were drafted by management and circulated to the Board for review prior to the meeting. There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2021, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was duly seconded and approved unanimously.

- III. Financial Review. Dave Zippie, CPA prepared and presented the current financials (February 28, 2021) to the Board. According to the Balance Sheet, the association has \$650,671 in total assets, liabilities and equity, including \$434,893 cash in the bank, \$22,708 in accounts receivable, \$162,078 in fixed assets and \$30,992 in prepaid expenses.

The Income Statement reveals that five months through the fiscal year, the association has a net surplus of \$50,910 in the operating account. This compares to a budgeted surplus of \$12,257. Therefore, the association is \$38,653 ahead of budgeted expenses.

The 2020-21 fiscal year beginning balance in the Maintenance Capital Reserve Account was \$280,185. Funding through regular assessments totals \$22,500 so far, \$146,947 was added from the 2019-20 fiscal year-end operating surplus, \$41,396 was added from the gain on the sale of Garage Unit #6 and \$7 in interest has been earned. Capital expenses total \$37,173 so far and include \$4,208 for the Xfinity conversion project, \$10,833 for roof consulting work, \$588 for asphalt repairs, \$4,013 for jetting of sewer lines, 11,437 for the

garage remodel and \$6,094 for a new pool heater. The ending balance in the Maintenance Capital Reserve Account is \$453,862.

IV. Manager's Report. Mark Sauerman, Maintenance Manager submitted the following report via email prior to the meeting:

- We are working with Strategic on the fencing project.
- We have two bids for a security camera system. We cannot install a system like we have at Casa del Sol because of the need for a wi-fi connection at each site.
- We are removing two trees and doing an extensive clean up throughout the complex, including power washing. We are also draining and cleaning the hot tubs and the pool, and changing the filters too. These amenities experienced extremely high usage this past winter.
- Garages #3 and #4 are almost done and should ready for sale by end of next week depending on final inspection.
- We will need to do more work on retaining walls. I found some other ones that look are in very poor condition.
- I would like to do a spring walk through this year.
- Carpets are getting cleaned on May 11th and should be replaced this fall or next spring at the latest. I am working on getting some bids.
- I anticipate that the roof replacement project will begin at the end of May.
- The phone line for the common gas meter was cut during the garage remodel. Century Link is coming next week to run a new phone line.

Dan reviewed the Reserve Study with the Board. Capital projects under consideration for the 2020-21 fiscal year include the conversion of Garages 1 through 4 from office space to either garage spaces or storage units, the installation of a security camera system, new hallway carpets and the pool fence / gate project. The first phase of the Roof Replacement Project is also slated to begin at the end of the summer 2021 with the remaining buildings to be done in the summer of 2022.

The Board discussed the cost of the camera bids that management got from 3 local companies all of which were close to \$15,000. It was decided that the cost of installing a camera system was prohibitively expensive and there was some discussion of getting some

cheaper Wi-Fi cameras. There are currently a few spots on the property however that do not currently have Wi-Fi coverage so management will see if it's possible to get Wi-Fi in those areas. The Association has a contract with Arapahoe Roofing to replace the roofs on Buildings A, B and C in 2021 and D and E in 2022. Mark Sauerman got a bid from Strategic Fencing to upgrade the existing pool fence and add a gate with some fencing on the East path entrance coming into the complex which came in at roughly \$14,000. After some discussion amongst Board members there was a MOTION: TO APPROVE THE STRATEGIC FENCING BID WITH NO EAST SIDE PATH GATE. The motion was duly seconded and carried unanimously. The conversion of Garage Units 1 through 4 are going well and will be done by the end of the month.

- V. Other Business. The Board is taking action on the open flame fire appliance at Unit 14-A (and others) because it's installation contravened the Sun Vail governing documents and it's use contravenes Town of Vail municipal codes. The governing documents require Board approval for any alterations to Limited Common Elements (e.g. patio) and the Association's insurance company prohibits their installation and use. The Town of Vail codes mandate that these types of appliances must sit at least 15 feet away from buildings, and include a spark arresting screen, a shut off valve with a time, and the presence of a fire extinguisher (or hose nearby). All fire pits must be attended by an adult, cannot be used at a condo being short-term rented.

After some discussion there was a MOTION: TO DRAFT A LETTER THAT THE BOARD CAN REVIEW AND AMEND PRIOR TO BEING SENT TO OWNERS REGARDING OPEN FLAME FIRE APPLIANCES, NOTIFYING THEM THAT THEY NEED TO TERMINATE USE IMMEDIATELY AND BE REMOVED IN A REASONABLE AMOUNT OF TIME FOR INSURANCE RISK PURPOSES. The motion was duly seconded and carried unanimously.

Regarding Sun Vail's short-term rental agreement, the Board discussed the three-night minimum, homeowner short-term rental fee and proposed amendments to the Declaration prepared by the Sun Vail attorney. Short-term is currently defined as anything less than 30 days however the Board discussed the possibility of extending that definition to up to 90 days. Jennifer Barp drafted a letter that was emailed for Board response. Both that letter and a second, revised letter will be forwarded to the Board for consideration and approval. The final approved letter will be sent out to homeowners asking for feedback in 30 days on the proposed amendments to the Sun Vail Declaration.

The 2021 Annual Meeting was scheduled for August 21st, 2021 at 1PM MT and will be held via ZOOM.

VI. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 5:40PM.

Respectfully submitted,

Secretary to the Meeting