

**Enclave at Sun Canyon & Enclave at Cedar Draw
Homeowners Association
Board of Directors Meeting Minutes
12.17.2018**

Board Members in Attendance:

Synergy: Steve Urry, Soren Urry

All Seasons Resort Lodging Staff in Attendance:

Jim Simmons, Gina Covino

Owners in Attendance:

Mary Plant, Lot 1, Ty & Sue Measom, 4848; Megan & Dan Gelston, 2635; Russ & Renne Plumb, 2583; Christy & David McDaniel, 2658; Steven & Jane Newman, 4874; Will Hodgman, 4854; Greg Douglass, 2555; George Petersen, 2575; David Wiener, 4830; Kevin & Donna Gruneich, 4890 and Markus Nordlin, 4802

Call Meeting to Order: The meeting was called to order at 10:46 am MST.

Appointment of New Board Members:

Sun Canyon: Effective January 1st, 2019

George Peterson President

Greg Douglass- VP

David Wiener- Secretary

Megan Gelston- member at large

(Authority to manage budget, property management agreements, maintenance projects)

Cedar Draw: Effective January 1st, 2019

Thomas Richardson- President

Markus Nordlin- VP

Soren Urry- Secretary

Additions to the Agenda:

- Parking enforcement: discuss in more detail in the next board meeting: visitor parking, car parking permits, daily rental units and how to follow through with policing (violations, signs and towing.)
- Have a message sent out now to homeowners, letting them know the rules and regulations pertaining to parking before the next board meeting.

Approve Meeting Minutes

- 10.17.2018 Meeting Minutes approved

Management Update

- Dan Vinke is no longer working for company, All Seasons is looking for a new Maintenance Manager.

- Jason Harris is familiar with projects and will continue to be a resource and Dan Vinke will be available to assist with transition updates.
- Encourage homeowners to use the homeowner portal to place maintenance requests and to communicate questions/concerns with ASRL.
- Review ASRL contract agreement - anything HOA wants to add can be discussed in January's board meeting.

FINANCIAL UPDATE

- Reserve Study will be addressed in next meeting to discuss maintenance projects for 2019.
- Synergy contributes \$100,000 to capitalize the reserves of the HOA .
- Next board meeting Synergy will come prepared with more detail on bids and options to allocate the use of the \$100,000. In the end it's the HOA's decision how to spend the money.
- Next meeting board members will discuss 2019 budget. Determine if HOA dues need to be increased or special assessment is needed for additional landscaping, trail, gutters, etc.
- Budget currently presented: Sun Canyon 2018 Actual Forecast and 2019 Proposed Budget. Funds are divided by: shared expenses between Sun Canyon/Cedar Draw and Sun Canyon expenses. Sun Canyon has more services available to them because it is a condominium HOA.
- Board, Synergy and Mike Howe will meet before January's Board Meeting to make revisions to budget/ determine what is a comfortable capital reserve. Budget will be finalized and approved during January's board meeting. Jim Simmons states that the minimum requirement for reserves in a calendar year is 10% of the operating budget.
- In Motion: Lot 1 will not pay HOA dues. Approved.

MAINTENANCE UPDATE

- List of maintenance items will begin in Spring and be discussed in more detail in January's meeting.
- Eric Eckman has looked at all the doors in both phases and has worked with the maintenance team to come up a maintenance and repair plan to address each phase. Homeowners will be notified about this repair, since Phase I has wood doors and Phase II has Metal doors it is suggested that these repairs are treated as special assessments to each homeowner. It will be the new Board's decision to require this upkeep or allow all each owner to determine the release and approval of this repair.
- \$100,000 contributed by Synergy for the future projects will be discussed in more detail next board meeting (road repair, bridge and reseeding of Phase III).
- There are estimates on the road repair, bridge repair and replanting and reseeding of phase III that will be presented next meeting.
- Synergy is calling landscaper after meeting to come out to seed hillside. Snow will compress seed.
- Homeowner 4840 #16, request repair of fascia that fell off unit.
- Developer signs/construction signs will be taken down.
- Inquiry on new trail access: This project will be differed into 2020. Also, because Lot 1 isn't part of the easement, trail cannot go through their property without approval.
- Unit 15 electrical concerns in process and close to completion.
- Unit 22 patio heat melt Summer project.
- Heat Melt Unit 13 and 21 completed.

- Dead Pine in front of Unit 21/20 driveway removed.
- Bridge Repair for Spring 2019:
 - Blackdog waiting on decision from the board on caps before placing order.
- Actions to be taken on revegetation of Phase III in Spring.
- Asphalt Repair or Rototill / Overlay of roads in 2019.
- Potential Curb at Enclave Circle.
- Road Lighting on Enclave Circle not working.
- Christmas entry lights repaired.
- Unit 19, heat tape and snow melt not functioning, notified owner.

NEXT BOARD MEETING: 1.28.2019 at 12 pm ASRL Corporate Office

Synergy will have a packet available to board members before next HOA meeting with estimates and other governing documents. Synergy isn't going anywhere and will be available to provide guidance to the HOA as they transition.

ADJOURMENT

**Motion to adjourn by Steve Urry. Seconded by Soren Urry. Approved unanimously. Motion carries.
Meeting adjourned at 11: 45 PM.**