

ENCLAVE

AT SUN CANYON

2021 ANNUAL MEETING MINUTES November 15, 2021

I. CALL MEETING TO ORDER 6:05 By Greg Douglass

II. ESTABLISH QUORUM

Board Members

Greg Douglass

Steve Child

William Pointdexter

Jeremy Sanders (Absent)

Linda Stabins

Homeowners

Eric & Jane Sagerman

Carol Skony

Michael Yang

ASHM

Carissa Nosack

Mike Williams

Garrick Malin

Amy Short

III. ADDITIONS TO AGENDA-replace board member

IV. OLD BUSINESS

A. Maintenance Report

1. Daily

- Drive property to inspect buildings and general conditions Pick up trash
- Weeding
- Preventative Maintenance requests from homeowners [Resident \(managebuilding.com\)](#)
- Weekly
- Blow out Entry door areas
- Clean Streets and Gutters
- Parking Patrol
- Spring
- Turn on and Repair Sprinklers Replace dead trees as directed by BOD Trim Trees and fertilize
- Level A/C units
- Clean up
- Weeding

2. Summer
 - Fertilize again
 - Seal/Caulk driveways
 - Weeding
 - Capitol Imp. Projects
3. Fall
 - Blow out Sprinklers
 - Clean up
 - Weeding and foliage removal Inspect heat cables and drains
4. Winter
 - Snow removal
 - Meet Emergency Maintenance needs
5. **Enclave Annual Maintenance Report 2021**
 - Completed
 - Routine and preventative maintenance done daily/weekly/monthly/seasonally
 - Garage roof sprinklers replaced to be more effective (raised sprinkler heads to 18")
 - Painting/Staining exterior of units 13-22 with the exclusion of 17/18
 - Double French drain and foundation seal on unit 26
 - Excavated access to Phase II for heavy equipment
 - Garage roofs cut down, fertilized, thatched and seeded for winter
 - Replaced heat cable and rain gutter on unit 16
 - Bids obtained for paint/stain on exterior of units 24-30
 - Bids obtained for paint/stain, trim, and caulking for all units' windows and doors
 - Repair leak above picture window on unit 27
 - Front door replacement on unit 19 from wood to metal clad (November 16)

6. Enclave Way Door Replacement

- All of the doors were originally made of wood in phase 1
- Found a vendor who can match the custom-made door to match phase 2 to eliminate the issues phase 1 has been having.
- Remaining doors will be replaced after this first door meets expectations.
- These doors are substantial cost so we want to make sure they work before ordering the rest

B. Comcast

1. A homeowner brought an opportunity to the Board to have bulk rates for the community
2. Bulk rates for TV/Internet at a significant rate
3. Fairly common for HOA in Park City for HOA to have a contract for Cable/internet
4. If we enter into this bulk agreement, it is for all homeowners
5. The cost would be ~\$83.21 for 5 years with anticipated 5% increase
6. Internet only is \$94.99 plus taxes and fees when you do not have a bulk rate set up

7. Our plan includes 400mbps internet, 3X1 remotes, 3 cable boxes, 1 DVR, cable modem, digital starter package
8. This is not a required service for the HOA to provide. This is a passed-on expense that would be passed on to the homeowners.
9. Will be part of your monthly dues from All Seasons HOA Management
10. Motion to approve adding Comcast proposal and adding comcast fees into HOA Dues by Greg, Will seconded Steve approve. Motion passes.

V. CONSERVANCY FORESTRY PLAN

- A. 1/3 of the forest behind our homes were thinned out.
- B. High risk situation if a fire went off in the forest behind our homes.
- C. Second was beautifying the area behind our homes
- D. Third was safety for any hiking or dead fallen trees.
- E. Ended up with 800 piles, and a fixed fee of \$80,000.
- F. Control burn will start once there is enough snow fall to ensure a safe burn. Most likely in December.
- G. Permits and in conjuncture with Park City Fire Department
- H. Seeds of wild flower and grass will be left behind in the burn areas.
- I. More sunlight will allow for more wild flowers to grow, and the aesthetics will improve
- J. Some of the dead trees are potential wildlife habitat, which were left behind on purpose.
- K. Additional private trail access will be built at the end of Enclave lane. A bridge will be built so we no longer have to go through the private property.
- L. The bridge will be built from the fallen trees to reuse the material.
- M. The remaining 2/3rds of the forest are budgeted for next year for the areas along the trail where we use them and the areas where we see so not the full forest area.

VI. NEW BUSINESS

A. 2020 Meeting Minute Approval

1. Motion to approve the meeting minutes by Greg, Steve seconded, Will approved. Motion passes.

B. Reserve Study Update

1. Door/Window Homeowner Survey

- The reserve study from the developers was not sufficient. We have gotten and updated Reserve study to plan the budgets moving forward.
- After the annual meeting we will follow up.
- If you have any sticky windows or doors that do no close all the way we need to know.
- Please send us the information you have next time you are at your units.

2. Shared Use Agreement for Sun Peak Amenities

- We do not have any connection with Sun Peak currently.
- They are open to some type of shared use agreement. It would be along the lines of a membership to use their amenities.
- It would be a membership, and then annual dues or something along those lines.

C. 2021 Budget

1. General and Administration expenses decrease by \$31,196

2. Repairs and maintenance will remain the same
3. Supplies decrease by \$430
4. Utilities decrease by \$2,458
5. Reserves will increase by \$25,00
6. The above-mentioned items will result in a dues increase of 9%
7. 2022 Forecasted Beginning Capital Balance \$169,116
 - Budgeted Annual Reserve Contribution \$100,00
 - No special assessment
 - Budgeted reserve expenses \$231,150
 - Anticipated 2022 Ending Capital Balance \$37,966
 - Fully Funded Capital Reserve balance \$1,226,623
 - Percent Funded 3.1%
8. Planned major capital expenses
 - Entry Doors for phase 1
 - Paint
 - Window and door caulking
9. Motion to approve the 2022 Budget by Greg as document, Steve seconded, Will approved. Motion passed.
10. Motion to move any 2021 operating excess funds into the reserves on December 31 by Greg, seconded by Steve, approved by Will. Motion passed.

D. Board Election

1. Linda Stabins and Steve Child are up for re-election and would like to be re-elected.
2. Jeremy Sanders, Greg Douglass, and Will Poindexter have a year left on their term.
3. Jeremy Sanders desires to step down. Eric Sagerman desires to fill that slot.
Motion to appoint Eric to Jeremy seat to finish out the 1-year term. Will second, Steve approved. Motion passed.

VII. ADJOURNMENT 7:09pm