

**FAIRWAY NINE I CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 27, 2023**

MINUTES

PRESENT: Chris Black – President – Present
Gary Burt – Secretary/Treasurer – Present
Jennifer King - Director
Nyle Brown – Director – Present

NOT PRESENT:
Chuck Lockhart – Vice President

OTHERS: Sharon & Chuck Williamson – Managers

OWNERS: None

CALL TO ORDER

Chris Black called the meeting to order at 3:00 p.m.

ESTABLISH A QUORUM

A quorum was established with 4 directors present. Owners are allowed to attend all meetings and notification of meeting dates are published in the newsletter.

READ AND APPROVE 7-15-22 MEETING MINUTES

The minutes were distributed to all directors prior to the meeting. With no corrections or additions,

MOTION: Gary moved to approve the July 15, 2022, minutes as presented, Chris seconded, and motion was unanimously approved.

FINANCIAL REVIEW

Balance Sheet Review – Chuck W. reviewed the balance sheet as of July 10, 2022. Cash on hand was reported as follows:

Capital Reserve Savings:	\$ 49,308.90
Checking – Operational:	\$244,645.24
DL Evans – Cap. Checking:	<u>\$170,907.05</u>
Total Cash:	\$464,861.19

Accounts Receivable:	\$ 4,555.11
----------------------	-------------

2022/23 Budget Review:

Operational Budget - Chuck W. reported on the year-to-date operational budget versus actual expenses. He stated that total expenses are approximately \$5,467 under budget at this time. However, it is anticipated that expenses in snow removal will be substantial by months end, and it is likely that the actual expenses will be over budget by January 31.

Capital Budget – Chuck W. presented the Board with the updated capital expenditures which includes the approved modified building renovation project. He reported that all deck repairs are complete. There are 6 buildings that need to be painted, small repairs completed, stucco repairs, trash closet repairs on 8 plex buildings, light fixtures and numbers installed. The final renovation expenses have been budgeted at \$256,360. The total project cost is estimated at \$804,608.69. Based on revenue and expense projections, a supplemental special assessment as a result of the unexpected deck repairs will not be required. There is currently \$291,056 in the capital reserve cash on hand.

OLD BUSINESS

Building Improvement Status – Chuck reported that the building improvement project will continue in the spring/summer months as weather permits.

Pool/Hot Tub Facilities Rebuild – Status – Chuck reported that he will work on this project in the coming year and anticipates that the project will be initiated with demolition beginning in the fall of 2023 and construction activity continuing in the spring and summer of 2024.

Natural Landscaping – Status – After discussion, management was instructed to maintain the natural grass landscaping at a 3-inch height throughout the summer. Board members will gather on the property in the summer for a walkthrough and review of the property for continued landscape renovation.

4354 – Scott Residence - Entry Step Width – Chuck Lockhart had recommended that the Board view this concern as an association maintenance issue. Chuck W. stated that this could be done as part of the renovation repairs. The problem is that the step rise is too short between steps. He suggested that the thickness of the step could be reduced in size providing more toe room. After discussion, those present agreed to have this done as part of the renovation repairs.

NEW BUSINESS

Various Owner Requests:

Special Assessment Late Fee Waiver Units 4326 & 4355: Owners of 4326 and 4355 were assessed a late fee when they were delinquent on making their payments for the special assessment. The late fee was \$196 on each account. Both owners cited similar issues for the late payment in that they were unaware of the special assessment having not noticed the announcement from the association. Both owners paid their assessment in full immediately upon discovering the mistake and requested that the finance charges applied to their account be waived. After discussion, ***MOTION: Chris moved to approve a one-time waiver of the finance charges since both owners paid their assessment immediately upon discovering their mistake, Nyle seconded, and the motion was unanimously approved.***

CCR's Amendment: Chris stated that the Association will need to move forward on the amendment to the Covenants, Conditions and Restrictions of the Association. The amendment will be to clarify "Limited Common Area", and owner versus association responsibility for maintenance, repair and replacement of those areas. Chuck W. stated that he could prepare the amendment for Board and legal counsel review based on the following responsibility divisions:

- 1) Windows, screens, and doors will be the individual owner's responsibility for all maintenance, repair, and replacement.
- 2) Exterior deck railings and floor surfaces will be the individual owners responsibility and all fascia and structural support will be the responsibility of the Association.
- 3) All management and oversight of the limited common area is the responsibility of the Association. If these areas fall into disrepair, the Association may require the individual to repair or replace as may be directed by the Association. The Association will retain the right to make necessary limited common repairs and charge the expense back to the individual owner.

Those present agreed.

ADJOURNMENT

With no further business the meeting was adjourned by unanimous consent at 4:05 p.m.

Respectfully Submitted,

Chuck Williamson
Recording Secretary

**FAIRWAY NINE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 21, 2023**

MINUTES

PRESENT: Chris Black – President
Chuck Lockhart – Vice President
Gary Burt – Secretary/Treasurer
Jen King – Director
Nyle Brown – Director

OTHERS PRESENT:
Sharon & Chuck Williamson - Managers

CALL TO ORDER

Chris Black called the meeting to order at 10:00 a.m.

ESTABLISH A QUORUM

A quorum was established with all directors present in person or by Zoom conference call.

READ AND APPROVE 1-27-23 MEETING MINUTES

The minutes from the January 27, 2023, meeting of the Directors was sent to all Board members for review. With no corrections or additions, ***MOTION: Chris moved to approve the minutes as presented, Gary Burt seconded, and motion was unanimously approved.***

FINANCIAL REVIEW

Review Current Financial Statements – Chuck W. reported the following cash balances:

Capital Reserve Savings – US Bank	\$ 4,832.07
Checking – US Bank	\$213,696.21
Capital Checking – DL Evans	\$ 7,854.51
Treasury Bills – Matures – 05-04-23	\$163,083.50
Treasury Bills – Matures – 05-04-23	\$ 44,477.32

Chuck W. stated that the 2022/23 operational budget was over on total expenses primarily due to snow removal and insurance losses from leaking roof damage. Total budgeted expenses are (\$45,309.11) over budget. Snow removal in 2023 is \$44,727.60 over budget and Insurance losses total \$3,737.52 with additional repair work pending. He anticipates that these items will total (\$50,000) over budget by the end of the month. Chuck W. explained that the owners have been made aware that if snow removal expenses substantially exceed the projected budget a line-item assessment would be considered by the Board. This information was also conveyed in the recent newsletter to the owners.

After discussion, Board members directed management to inspect all units for additional roof leak damage not yet reported. After the inspection management will update the anticipated budget shortfall and submit their findings to the Board for a final determination on a special assessment amount to balance the budget.

OLD BUSINESS

Building Improvements – Chuck W. reported that the building repairs will resume as the weather permits in the spring. Management believes an additional assessment to complete this project will not be required.

Pool/Hot Tub Facilities Rebuild – Chuck W. stated he will be working on the renovation pricing and report back to the Board when complete.

NEW BUSINESS

Limited Common Area Amendment – Chuck W. reviewed the proposed Limited Common Area amendment with those present. The amendment would clarify that doors, windows, heating equipment and deck surfaces would be the owner's sole responsibility for repair and maintenance. The structural portions of the decks and balconies would be maintained by the Association. After discussion, Board members directed that the amendment be changed to reflect that entry doors, sliding glass doors, windows and deck/balcony flooring surfaces, and heating equipment are maintained solely by the unit owners. The deck/balconies support structure and railings shall be maintained by the Association whether the decks/balconies have been expanded or not.

Building Numbers – Gary stated that he has received comments that the unit numbers are difficult to see at night due to the shadow created from the numbers being raised above the wall surface. Board members agreed that the numbers may need to be flush with the wall surface for better visibility. Chuck W. was asked to flush mount some unit numbers for Board member review.

Dog Waste – Jen reported that dog waste bags left behind create an eyesore and asked about reinstalling the waste containers under the bag stations. Management reported that this was done originally and resulted in a messy area, difficulty in removing the waste and created snow removal issues. After discussion, those present agree to monitor the situation as is for the time being.

ADJOURNMENT

MOTION: Gary moved to adjourn the meeting, Chris seconded, and motion carried. The meeting was adjourned at 10:55 a.m.

Respectfully Submitted,

Chuck Williamson
Recording Secretary

**Fairway Nine I Condominium Association
Board of Directors Meeting
July 28, 2023**

MINUTES

PRESENT: Chris Black – President Chuck Lockhart - Vice Pres. – Zoom Gary Burt – Sec/Treasurer Jen King - Director Nyle Brown- Director	OTHERS: Sharon & Chuck Williamson - Managers
---	--

CALL TO ORDER

Chris called the meeting to order at 10:00 a.m.

ESTABLISH A QUORUM

A quorum was established with all director present in person or by Zoom.

READ AND APPROVE 4-21-23 MEETING MINUTES

MOTION: Gary moved to approve the April 21, 2023, meeting minutes as presented, Nyle seconded, and motion passes unanimously.

FINANCIAL REVIEW

All Board members received the 2023/24 operational and capital budgets with assumptions prior to the meeting for their review.

Chuck W. reviewed the following issues that would impact the budget. The capital reserve renovation budget for building repairs is \$200,000. To date, with two buildings remaining the total spent has been \$88,000. It is anticipated the renovation project could conclude \$60,000 to \$80,000 under budget. Chuck reported that capital items deferred include deck railings, trash enclosures and the replacement of the pool. For operational budget consideration, Chuck W. stated that he is concerned with the insurance expense going forward. He reported that the insurance carriers have classified Sun Valley as a forested area. This classification combined with the valuation of \$35+ million is more than the insurance carriers are willing to risk at this time. The Ranch association had to renew their insurance at \$108,000 in 2022/24, when the cost of insurance in 2022/23 was \$37,000. Fairway Nine I could experience a similar increase when the insurance renews in November.

Significant Operational expense increases proposed in the 2023/24 budget include Management increasing from \$27.50 to \$32.00 per unit per month, and dryer vent cleaning increasing from \$75 to \$120 per unit. The Capital Budget includes the addition of the pool, hot tub and building replacement with a proposed total budget amount of \$750,000. Fairway Nine I is responsible for a portion of the expense estimated to be approximately \$440,000. Chuck explained he included this amount as a place holder in the budget until finalized pricing can be determined. Gary asked about the pool replacement approval process. Chuck explained that Fairway Nine II and VII will need to be contacted after the pricing has been received, and he is hopeful the approval process can begin in September or October with a start date in the spring of 2024.

Board member discussed removing snow from the roofs more frequently to prevent water losses from roof leaks. Directors concluded that the signs of potential leaking with large ice dam accumulation should be monitored closely and action taken as necessary to prevent interior damage from roof leaks. They asked that roof snow removal include moving the snow away from the buildings after shoveling.

Chris asked about the capital reserve and the inclusion of roof replacement. Chuck W. reported that the roof replacement is not included in the current capital reserve; however, he stated that he would

rework the capital reserve study when the building and pool renovation projects are done. He explained this will help establish a revised long-term budget projection at the most economical time. Railing replacement was discussed. Chuck W. explained that there are some railings in a deteriorated condition and won't hold paint. **After discussion, those present suggested that Chuck W. and Chris review the options and report back to the Board with available options.**

After discussion, ***MOTION: Gary moved to approve the budget as proposed with a 6% operational dues increase and keeping capital reserve collections the same, Nyle seconded, and motion passes unanimously.***

OLD BUSINESS

Building Improvement Status – Chuck W. reported that the building renovations are nearing completion. It is anticipated the last building will be painted within the next 4 weeks. Building lights and numbers will be installed as soon as possible after painting.

Pool/Hot Tub Facilities Rebuild – Chuck W. explained that the pool leakage could not be stopped. The pool water level dropped approximately 6 inches per day. This was too difficult to maintain for consistent heat and sanitation of the pool water. The pool was closed for the season. The pool and hot tub replacement will begin in the spring of 2024. The pool will not be available for use in the summer of 2024; however, the hot tub should be ready for winter use in 2024/25.

Limited Common Area Amendment – Board members reviewed the revised Limited Common Area amendment for their consideration. The windows, sliding glass doors, and deck surfaces will be maintained by the unit owner. The deck structure and railings will be maintained by the Association. Those present approved the revisions and agreed to present the proposed amendment to the owners at the annual meeting.

NEW BUSINESS

Edge Snow Melt – Sharon explained that there is a product that can be installed along the eaves and valleys that has heat cable installed under a metal covering. This would help eliminate ice dams and subsequent water leaks into the units. The pricing would be about \$20,000 to \$25,000 per building. This system is being tested on the Snow Creek condominiums in Sun Valley. Those present expressed this might be a useful solution when the roofs are replaced at Fairway Nine I.

EV Charging Station Request – 4370 Spanbauer – Those present reviewed the request of Mr. Spanbauer to install a private EV charging station for his unit 4370. The charger would be installed in the support column for the exterior stairwell with the electrical connected to his condominium. Those present discussed the proposal and determined that it would be best if the EV Charging stations were installed by the Association. Concerns about the cords running across the lawns and pathways, reserved parking space requirements and unsightly appearance were discussed. The Board determined an acceptable interim solution could be to have an outlet installed on the garages with a space for EV charging. When the pool building is renovated, it might be possible to install charging stations in a convenient location near the rec facilities. After discussion, ***MOTION: Chuck Lockhart moved to deny the request to install an EV station for 4370, Gary seconded, and motion passes unanimously.***

ADJOURNMENT

With no further business the meeting was adjourned AT 11:15 a.m.

Respectfully Submitted,

Chuck Williamson
Recording Secretary