

**Spruce Creek Townhome Association at Vail
Owners Annual Meeting Minutes
Vail Town Council Chambers
Saturday, August 3, 2019**

1. The Owners Meeting was called to order at 9:10 AM

2. Roll Call:

A quorum was established with 9 owners present and 6 owner proxies submitted.

Attendees: Fred Doyle A2, Karen Tomky B3, Candace & Mike Rooney B4, Bart Cuomo C2, Denise Gonzales D2, James Gallagher D4, Pam Thorn E2 and Jennifer Berg E5

By Proxy: Salinas A1, Crosswell B2, Kanter C1, Braune C3, Gavic C4, Norton D1 and Gates E1

Fireside Property Mgt attendees: Ashley Conklin, Matt Paulus and Chad Roberts

3. Approval of the 2018-2019 Annual Owner's Meeting Minutes:

A motion to approve the 2018 minutes was made by Mr. Rooney and seconded by Mrs. Tomky. It passed unanimously.

4. A. President's Report- Fred Doyle

A moment of silence was held in fond memory of former Board President and neighbor, Rich Burba.

State of Spruce Creek:

- The HOA is aging, improvements are being made and the value of complex has risen
- Spruce Creek is becoming more expensive to maintain

Philosophy/Approach is much the same:

- Sustain and enhance owner's property value
- Repair or replace items as needed
- Minimize operating expenses to the extent possible
- Employ Capital or Operating assessments for projects where necessary

Review of 2018-2019 fiscal year:

- Re-roofing project absorbed much time and effort by the Board and Fireside. Competitive bids were sought; Turner Morris was appointed contractor; extensive research was conducted; physical inspections of roof cavity transpired. Fireside was appointed as the HOA project manager.
- V.P. Berg took lead on Spruce Creek-Turner Morris contract. She coordinated with Turner Morris, the HOA's lawyer, HOA's Insurance co., the Board, Fireside, Vail's Design Review Board and Vail's Building Dept. A savings of \$21,000 was realized.
- Ice Mitigation efforts at buildings D, E & trash enclosure were not implemented due to snow levels; however, snow storage on grass across from Building E was prohibited.
 - 2019/2020 Plan- Remove shrubs by trash enclosure as an attempt to increase drainage efficacy
 - 2020/2021 Plan- If needed, replace concrete gutter to increase positive flow; install dry well
- Tall shrubs were removed to improve line of visibility at East entrance. Lawn Care services will be instructed to regularly cut high grass adjacent to berms at each entrance.
- The 3-year Reserve assessment will cease at the end of the 2019 calendar year.

Going forward:

- After 3 years of unchanged quarterly dues; the Board proposed increasing the dues from \$990/qtr to \$1090/qtr. The extra \$100 will be put in the Reserve account and used for known capital or operating needs.

- The Board and Fireside will review short-term rental language in the Declaration to align with today's realities and TOV's most recent position.
- Owners are urged to view Fireside website (www.fspvail.com) and go to Spruce Creek's portal where Association documents are now stored.
- A voluntary Owner directory is being created on the Fireside website. To be included in this directory, Owners must add their details to it.
- The Board continues to work with the five year capital plan established in 2016.
- New fire-resistant landscape rules were issued by Vail Fire Dept. Briefly-- Trees may not be removed without TOV approval. Tree trunks must be 10 feet from any structure. Branches to be no less than 5 ft from units. Dead limbs must be removed. Limbs to be cut ideally 6 ft from tree base but not exceeding 30% of tree height. Bushes/trees should not be next to units. Tall grass to be 30 ft from structures. The Board and Fireside will conduct a self-assessment and implement recommendations.

B. Treasurer's Report- Ashley Conklin of Fireside Property Mgt.

Ashley addressed the 2018-2019 Financials highlighting material variances from budgeted items. The fiscal year ended with a shortfall of \$4,222.12. Typically Spruce Creek is under budget but this year's shortfall was largely due to above average snowfall and subsequent snow removal on the roofs.

Again, poor trash enclosure etiquette resulted in a 250% cost increase for this line item. Boxes must be collapsed. No lids to remain open on recyclable bins or large skip. Never leave garbage on floor or atop the trash bins. Bags of recyclables must be emptied into recycle bin- not kept in bag. Take large items to TOV recycling center. Focus on the signs posted in the enclosure. Board will review an alternative skip.

A motion to approve the transfer of \$4,222.12 from the Reserve to the Operating account to cover the fiscal shortfall was made by Mr. Cuomo and seconded by Mrs. Rooney. It unanimously passed.

A motion was made to approve the 2019-2020 Budget by Mr. Rooney and seconded by Mrs. Tomky. It passed unanimously.

5. Property Management Report: Chad Roberts of Fireside Properties

Overall operational health of Spruce Creek is good.

Key operational items completed over the last year:

- Bldg. D storm door was replaced and is scheduled to be painted once roofing project is complete
- The snow storage for Bldg. D and E was relocated to reduce freeze/thaw on the driveway
- Irrigation start up and audit was performed to ensure the irrigation system was working properly
- Snow removal and landscaping services implemented

Owner concerns voiced during the year:

- Soffit damage is due to dripping scuppers and exhaust pipes and dryer vents condensation.
 - o Relocate and engineer exhaust pipes to prevent ongoing damage (a heat deflector shield)
 - o Water intrusion from deck roofs and lack of sidewall flashing
 - o Landscaping- tree removal (fire mitigation)

Key capital projects to complete include:

- Front decks: re-engage architect; survey owners, create committee with clear expectations and deadlines; approve designs and parameters for replacement. Currently, Limited Common Elements have been approved by the HOA for repair/replacement at Owner's expense. A 50% deposit is required from the owner to start roof/deck replacement.
- Driveway crack-filling and sealing (Operational cost)
- Exterior and trim painting, deck staining (Operational cost)

- Remove shrub between Unit E5 and trash enclosure to encourage drainage
- Water metering and conservation to separate irrigation costs from owner costs
- New windows and doors are encouraged as many have exceeded their life expectancy. Today's manufacturing has evolved to increase energy efficiency, soundproofing and UV protection.
- Landscape plan to include positive drainage (beyond 2020)

6. Transacting such other business as may properly be brought before the meeting

Mrs. Thorn voiced concern on bats nesting in building E and possibly in other buildings. Ashley conveyed that Fireside will follow up with Stacey Chase of Chase Wildlife to install netting.

Mrs. Gonzalez reported water dripping from her roof resulting in significant ice damming. President Doyle noted that the current re-roof project includes snow retention but consistent deck shoveling is vital.

Mrs. Tomky felt that the Spruce Creek Sign at the East drive made more sense at the West drive as guests and contractors typically come from the West Vail exit and tend to drive by the complex entirely.

Mr. Cuomo proposed amending the HOA Rules and Regulations to allow personal storage under the rear decks. In 2014, the board asked owners to remove all under-deck storage as its appearance was unsuitably junky. Chad noted that Spruce Creek, Fireside, the landscaper and snow removal vendors would be exposed to liability. Treasurer Gallagher relayed that owners have successfully used tarps to protect deck furniture over the winter. A poll of the Owners at the meeting resulted in 3 owners in favor and 5 opposed. The proposal was thus, not approved.

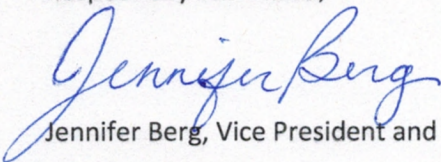
Mrs. Thorn located bubbling bituthene under her front deck sleepers as a cause of leaks, and encouraged Owners to examine their decks in this regard. She successfully replaced her deck with improved flashing, sleeper weep-holes and used 'Trex' to replace the top planks.

7. Election of Directors:

Fred Doyle (A-2), James Gallagher (D-4) and Jennifer Berg (E-5) were re-elected to remain on the Board by a motion made by Mrs. Thorn and seconded by Mrs. Tomky and unanimously approved.

With no further business, the meeting was adjourned at 10:48 AM.

Respectfully submitted,



Jennifer Berg, Vice President and Secretary

N.B. The next Owner's meeting is scheduled for 9 a.m. Saturday, August 8, 2020 at Vail Town Council Chambers. Insert this in your 2020 Calendar!