

CHAMONIX-AT-WOODRUN CONDOMINIUM ASSOCIATION
BOARD OF MANAGERS MEETING MINUTES - Draft

October 8, 2021

1. Call to Order

Brian Moir, President of the Board, called the meeting to order by conference phone call at 12:06 A.M. Colorado time on October 8, 2021. Board members present by conference phone call were, Brian Moir, , Denny Thorley, , and William Powers. Nonmembers Mike George and Scott Hale of Vacasa were present by phone.

Non-Board Member attendees Ray Rinker, Michael Smith

2. Approval of Minutes

Mr.Moir made a motion to waive the reading of the minutes of the October 20, 2021 board meeting. Mr.Thorley seconded, and the motion passed. Mr. Moir made a motion to approve of the minutes of the October 20, 2021 dated board meeting. Mr.Thorley seconded, and the motion passed. Minutes approved.

3. Old Business

Status on Rebuilding Lobby Doors – The board has previously approved of repair to the main lobby glass doors. Glass has been ordered – the contractor is awaiting delivery to then perform the installations. The main lobby doors are the same dimensions as those for AA, so doors with new glass can be moved from one building to another, if needed. Steel plates are in fabrication for one door set.

Line of Credit (LOC) – The minutes of a prior board meeting indicated that the President, Brian Moir, and the Secretary, Peter Van Giesen, would be the signatories to this credit instrument. Dr. Van Giesen has subsequently advised that he prefers not to be the second signatory. Mr. Powers has indicated that he is willing to be the second signatory on the LOC documents. Mr. Thorley made a motion to note that the HOA officers who are authorized to sign the Alpine Bank LOC documents are updated to now be Brian Moir and William Powers. Mr. Moir seconded, and the motion passed.

Mr. Smith asked about the need for an LOC. Mr. Moir replied that the LOC was being acquired to provide additional balance sheet liquidity, should the HOA have an immediate need of cash in the near term. The HOA recently paid off its long term debt, which was being financed at above current market rates.

Common Area Alteration Concept - The initial concept that is being explored is to consider renovating the existing exercise room into an employee unit and to renovate the 2nd floor storage room in the AA building into an exercise room.

Hale Contracting has provided an estimate of approximately \$62,332 for this work scope. Management has proposed a budget of \$70,000 for this work scope to allow for cost of drawings, plan submission fees and review expenses, and a contingency amount.

Hale Contracting has provided floor plan drawings to describe the proposed work scope. The proposed work timeline is estimated to be 60-90 days for this work scope.

Z Group Architects has refined these drawings into a CAD presentation format, as Jim Gustafson, principal, has advised that he believes this CAD format is the appropriate supporting documentation to provide to the Town of Snowmass Village (TOSV) to consider the work scope as an administrative modification.

Dave Shinneman and Clint Kinney of TOSV have advised management that they believe the work scope under consideration falls under the town guidelines to be an administrative modification application.

If the TOSV approves of this work scope via this administrative modification process, the HOA is not compelled to perform the work. The process sets a timeline during which the work can be performed – typically, 12-24 months. If the work is not performed within that time frame, the applicant can request an extension of time within which to complete the work, or choose not to perform the work, and the entitlement would be rescinded.

Discussion – Mr. Rinker commented that he had provided an email to the board describing his ideas about a possible alternate use of the common area under consideration. He also expressed his opinion that the value of his units would be diminished by conversion of this space near his unit to an employee unit. Mr. Rinker further commented that he had worked on an alternate plan that he had provided to the board and to management in much greater detail via email.

Mr. Moir commented that the board had received Mr. Rinker's ideas and plans. Mr. Rinker opposes the concept of modifying the existing exercise room into an employee unit.

Mr. Moir raised the idea of the HOA considering a conveyance of some sort of the common areas outside of CX15/25 to the CX15/25 unit owner.

Mr. Smith asked about the need for employee housing and expressed a worry that moving the exercise room to AA building might increase traffic into this building.

Mr. Moir made a motion to table discussion of filing an application for an administrative modification to seek TOSV approval for this work scope, so that further discussion about alternate options can be considered - one of those options could be a conveyance of common space. Mr. Powers seconded, and the motion passed.

4. New Business

Unit Modification Process – review existing process. Consider updated form and any other issues raised by board members.

In the course of reviewing a recent Unit Modification form submitted by the owner of CX13, Mr. Thorley raised questions about the form and the review process and provided other commentary. The original form was prepared by David Myler, attorney, many years ago for use by the HOA, and it has been used in past years to document approval by the board for requested unit modifications that owners have performed that also encompass changes to common elements. Mr. George in response to Mr. Thorley's questions and commentary then edited and provided a redline series of changes for the board to consider to the unit modification form.

General sequencing for unit modification review –

Owner form submittal

Board reviews and submits written questions in response to owners

Board schedules meeting with owner/owner reps to answer Board questions

Board motion to consider disposition of application

The board opted to have an attorney review the redlined form and provide a final draft of which the board can then consider for approved future use.

Mr. Moir made a motion to approve/disapprove of the use of the updated unit modification form for submittals after 10/09/2021 by owners. Mr. Thorley seconded, and the motion passed.

Unit 13 modification application

Mr. Thorley made a motion to approve of the unit modification application submitted by the owner of CX13. Mr. Moir seconded, and the motion passed.

Unit 15 25 modification application

The board asked the following questions of the applicant –

1. Mr. Thorley asked if Mr. Rinker's design team had addressed concerns related to ducting, venting, and chimney modifications.
2. Mr. Thorley asked about timeline impacts upon other tenants at the HOA.

The applicant provided the following answers -

1. Mr. Rinker replied to the first question that the permitting process would address any requirements related to ducting, venting, and chimney modifications to comply with local codes.
2. Mr. Rinker replied that he was a rule follower and that he would follow the constraints of the unit modification processes.

Mr. Thorley made a motion to approve of the unit modification application submitted by the owner of CX15 25. Mr. Moir seconded, and the motion passed.

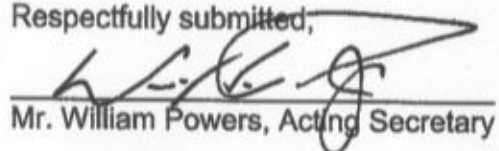
Mr. Smith raised a question about the replacement of windows. Mr. Thorley and Mr. Powers both expressed an interest in considering information about window replacement. Mr. Hale will circulate an email to the membership to see if any other owners have an interest in considering window replacements.

Mr. Smith raised a question about whether or not the courtyard stone should be sealed on a regular basis, to include some crack filling. Mr. Hale will follow up on the question and schedule the work for the spring, if the vendor agrees that it is necessary.

IV. Adjournment

Mr. Moir made a motion to adjourn. Mr. Powers seconded, and the motion passed. The meeting was adjourned at 6:06P.M.

Respectfully submitted,



Mr. William Powers, Acting Secretary