

CHAMONIX-AT-WOODRUN CONDOMINIUM ASSOCIATION (HOA)
BOARD OF MANAGERS MEETING MINUTES

February 04, 2025

I. Call to Order

Don Blincoe, President of the Board, called the meeting to order by Zoom at 9:10 A.M. Colorado time on February 04, 2025. The board members present by Zoom were **Denny Thorley, Todd Geletka, Ray Rinker, Magdiel Rodriguez, Donald Blincoe, Tom Burns and Mark Urban**. The owners present by Zoom are listed below. Non-members Mike George and Eric Ringel of Frias Properties of Aspen and Snowmass (FPA) were present by Zoom.

HOA members – attendees

Rinker	15/25
Rodriguez	17
Geletka	20
Burns	27
Creixell	32
Thorley	33
Urban	35
Brag	41
Harp	47
Smith	50
Blincoe	54

II. Notice of Meeting

Mr. Ringel noted that all board members were notified of the meeting via email, and all are in attendance. A quorum was therefore established.

III. Approval of Minutes

The board deferred on review and disposition of any unapproved minutes at this meeting and will consider those at its next meeting.

IV. Old Business

A. State of the Property

Mr. Blincoe advised that he had requested draft pre-minutes be prepared for this meeting, so that the Board can better document its decision-making processes.

B. General Contractor

The HOA has verbally engaged McDonough Construction, LLC., to be its general contractor of record for its Common Area Ceiling Build Back Project for a fixed fee of \$10,000 and an hourly rate of \$130 for time spent by Bob McDonough, with terms to be further established and the Board to consider having the HOA enter a Construction Services Agreement.

Mr. Rinker made a motion to approve of the verbal contract between Chamonix at Woodrun Condominium Association, Inc. and McDonough Construction, LLC. Mr. Rodeiguez seconded, and the motion passed.

Mr. Rinker prior to the meeting had forwarded a sample contract form offered by Mr. McDonough to Mr. Rinker. There may be applicable information written within the sample contract that may be applicable for the HOA attorney to draft a Construction Services Agreement. Mr. Blincoe will follow up with the HOA attorney to create a Construction Services Agreement for the HOA Board to review and approve to offer to McDonough Construction, LLC to replace the verbal agreement

C. Permit

Peak Architecture and principal architect, Dustin Anderson, has submitted a stamped set of drawings and has filed an application for a construction permit to the Town of Snowmass Village (TOSV) for B building at a work value of \$100,000 and intends to submit others for buildings A, AA, and C at \$50,000 of work, each.

D. Architect

Mr. Blincoe noted that the Board members had previously taken unanimous action without a meeting to approve executing the Peak Architecture LLC Architectural Services Agreement between Chamonix at Woodrun Condominium Association, Inc. The agreement was signed on January 8, 2025, by Denny Thorley, President Chamonix HOA, and it was signed on January 17, 2025, by Dustin Anderson, Owner, Peak Architecture per Attachment 1.

E. Chamonix E-Mails

Mr. Blincoe noted that the HOA had previously established an email address for each of its Board members and one for a general address to act as a repository for all Board email correspondence. The directions that were issued were for all Board members to copy each other and Board@CxSnowmass.com for its official correspondence.

Mr. Blincoe asked that all Board members endeavor to follow this process and recommended that all create a Board group email address to include each of the Board members and the general HOA repository address of Board@CxSnowmass.com.

Mr. Thorley noted that an authentication process is an issue, as emails can only be sent

to one person under this authentication protocol, versus all Board members. The Board will begin to send all correspondence to each other going forward and work towards a more efficient solution that will give all Board members access to all Board correspondence without all Board members needing to copy each other on all correspondence.

Mr. Blincoe advised the other Board members that the President of the HOA has the authority to create and to dissolve committees. He has created a Compliance Committee as of February 2, 2025, presently comprised of Magdiel Rodriguez and Denny Thorley, and other Board or HOA members are welcome to join. The purpose of this committee is to review HOA policies and procedures and to make recommendations to the entire Board for consideration of implementation of same.

F. Project Disbursements

As a starting point to this discussion, HOA counsel has indicated that the governing documents at present do not provide many, if any, controls upon how the Board is to manage its disbursement process under its self-management structure.

Mr. Rodriguez will work with Mr. Rinker to establish draft processes for the consideration of the Board.

To date project budget line-item variances that compare sunk costs to budget (assuming \$270K to 2H and \$16.4K February 2025 direct labor and related cost guesses not yet booked, no Board forecasts available):

Boiler	+16.45%	Under budget
MEP – Labor	-74.53%	Over budget
MEP – Re-piping	-56.27%	Over budget
Architecture	+63.32%	Under budget
Engineering	+91.03%	Under budget
Roofing	-171.29%	Over budget
Structural (unbudgeted)		
Terraform	+100.00%	Under budget
Energy Rebate (unbudgeted)		
Interest Income (unbudgeted)		

Excluding unbudgeted received Interest Income and Energy Rebates results in an overall project deficit of \$3,853 to date. When Interest Income and Energy Rebates are considered, the HOA has approximately \$85,666 in available project funds as of January 31, 2025, assuming that all committed expenses have been submitted to accounting to be paid.

Discussion ensued regarding the Board developing and instituting a forecasting process as part of its Project management procedures.

G. Vendor Management

The following motion, if approved, would codify the present practice.

Mr. Thorley made a motion to note that its Project Manager/Superintendent is responsible for obtaining a completed W-9 form and a current insurance certificate naming Chamonix at Woodrun Condominium Association, Inc., as a certificate holder for workers compensation and general liability coverages at no less than \$1,000,000 per occurrence from each of its proposed vendors prior to the performance of any work on behalf of the HOA and that it be retroactive to the inception date of the renovation project. Mr. Blincoe seconded, and the motion passed. The Construction Supervisor is to maintain copies of these documents and to provide them via email to the property manager accountant (presently jackie@friasproperties.com) and the Chamonix property manager (presently Eric@friasproperties.com). Mr. Rinker noted that some contractors may not carry worker's compensation insurance coverage.

H. Election of Officers

Mr. George reminded the Board members that the HOA must annually designate two officers – President and Secretary, and one person cannot hold both offices. The Board elected Don Blincoe at its last meeting to be President. Mr. Urban presently holds the office of Treasurer. Mr. Powers presently holds the office of Secretary. Mr. Urban nominated Mr. Rinker as Secretary. Mr. Geletka seconded, and the motion passed.


I. Special Meeting of the Members – Special Assessment Vote

Mr. Blincoe noted that he expects the Construction Committee to have an updated special assessment schedule and owner presentation documents ready in two weeks for the next Board meeting. Any Board vote on this matter is therefore deferred for two more weeks.

J. Adjournment

A. Mr. Blincoe made a motion to adjourn. Mr. Thorley seconded, and the motion passed. The meeting was adjourned at 11:00 am MST.

Respectfully submitted



Ray Rinker, Secretary