

## Minutes of Westwind Board Meeting

Spring Retreat

April 9th, 2021

Roll call

Present:

Ron Peterson, President

Don Meier, Member

Al Larson, Sec

Bill Markus, VP

Jennifer Jackson – owner

Ed Stratemier – owner

Jeff Jacobs VMC (via Zoom)

Steve McDonald VMC

Sean Reynolds VMC

Bryan Kretschmer VMC

Mac Garnsey

Meeting Agenda:

1. General
  - a. Announcement of a Quorum
  - b. Introduction of New Director Designates
  - c. Approval of the Minutes
2. Reports
  - a. Management Report – Steve MacDonald
    - i. Rentals
    - ii. Developments at Vail Associates and Mountain
    - iii. COVID
    - iv. Any building related issues
    - v. Accounting issues
    - vi. Budget for next fiscal year
  - b. Easement request – Ron Peterson
  - c. Status of Audit – Don Meier
3. Capital Improvements – Al Larson, Kevin Rinke and Bill Markus
  - a. Ski Locker Room
  - b. Owner's closet
  - c. Laundry Room
  - d. Other
4. Corporate Governance Committee – Ed Stratemeier & Ron Peterson
  - a. Organic Document Reform
    - i. Documents to be Reformed
      1. Article of Incorporation
      2. By Laws
      3. Condominium Declaration
      4. Rules and Regulations
    - ii. Issues
      1. Roll Call Vote determined by total membership and not by those present and voting.

2. Condemnation
  3. Balcony Responsibility
  4. Cumulative Voting
  5. Mandatory rebid of the Management Contract
- b. CCIOA
5. Report of Property Management Committee – Jennifer Jackson, Don Meier and & Mark Johnson
    - a. License Proposal related to Destinations Resorts poor performance
    - b. Vail Management
      - i. Renewal of Vail Management
      - ii. Front Desk
      - iii. Commission of Rental
  6. Other Old Business
    - a. Wood burning fireplaces
    - b. Other
  7. New Business
  8. Future Meetings
    - a. Home Owners
    - b. Board
    - c. Adjournment

## 1. General

- a. Quorum exists
- b. Introduction of New Director Designates – Note: The Chair announced at the beginning of the meeting that the prospective board members, listed below would have floor privileges, but not voting rights. However, the board should feel free to solicit their opinions.
  - i. Jennifer Jackson
  - ii. Ed Stratemeier
  - iii. Kevin Rinke
- c. Minutes approved
- d. Election of new board member – Don Meier retires
  - i. Al Larson nominate Jennifer Jackson to fill Don’s vacated position on the board. Jennifer is unanimously elected to the board.

## 2. Reports

- a. Management report from Steve Macdonald of Vail Management:

Rental business finished strong. Overall year 80% or normal compared to Vail Associates down 25%. Rates are being reviewed every two weeks for comparison to our peers. Very optimistic for next season and this coming summer. COVID cases in Eagle County down to 25/day. Many people have now been vaccinated including most if not all front-line workers. Vail management only had two cases, no owners or guests. Rental income will now be provided on a calendar year basis rather than December first due to VMC audit requirement. Vail Associates has reduced ticket pricing 20% for next season which will help bookings and rates.

- b. Easement request – Ron Peterson

Ron discusses current status of new projects and easement requests. On the far East end of the parking lot to our Northeast corner, the condominium called Elevation has reservations for 5 out of 9 condos they are building. Legacy the Lazier project has only two. The contracts will not be available to execute until July.

Michael Repucci is working on three contracts. Lazier pays Westwind's costs for legal and engineering fees to review to impact of granting the easements and insurance coverage. The basic point of a contract with Lazier would include:

1. An easement agreement for both the electrical service and the soil nails
2. Insurance for 5 or 10 years subsequent to completion
3. Engineering monitoring and damage assessment as the work is ongoing

Kevin Rinke ask if there will be a construction boom crane. Kevin is concerned that a crane boom swinging over our pool could drop paint chips, grease, dirt, etc. Plus, it would block more view and be more intrusive. Ron says that according to Repucci there would have to be an easement request and none has been made.

Kevin and Bill both ask Ron if Repucci is the right attorney to have in this case and we were assured he is.

c. Status of Audits – Don Meier

Our Audit has been approved. Bill Markus suggests we work on fee for next year. Was negotiated to be \$5,000 through 2021. Mac Garnsey reviewed the budget. Discussed changes in the reserve from \$50k to \$40k. Mac also suggested adjusting the budget for legal fees. Don Meier suggest we look into insurance cost for next year, committee agrees to review. Don expresses concern over increasing HOA dues.

Jennifer Jackson makes a motion to accept version 2 of the budget with an adjustment for anticipated legal fees. Bill Markus seconds, Call to Question? Approved by board unanimously.

Ron Peterson makes a motion to have the 2021 statement audited, Don Meier seconds the motion. Call to question? Approved by board unanimously.

3. **Capital Improvements** – Al Larson, Bill Markus and Kevin Rinke

Ski Locker Room:

1. General Idea:
  - a. Build a room by the rear exit door for ski and boot storage
  - b. Two walls would be built to enclose the existing space and one parking spot
  - c. The existing ceiling would remain and be painted
  - d. The existing lighting would be used
  - e. Room would include benches, new lockers for skis and racks for storing and drying ski boots
  - f. The floor would be carpeted with industrial grade carpet
2. Benefits:
  - a. Enhance this area of the parking garage that we all use
  - b. Eliminate guests standing by back door with their kids trying to put on boots and fighting over who gets the bench
  - c. Convenience for guests and owners not having to walk to rooms in ski boots
  - d. Less wear and tear on hallways and in our units
  - e. Less noise for guest and owners
  - f. Improved building value

3. Questions/Issues:
  - a. Loss of parking spot, can we find another one?
  - b. Expense, preliminary estimate from RA Nelson was \$50,000 - \$75,000, we won't be able to obtain hard quotes until we have a design completed
  - c. How to pay for; assessment or reserve?
  - d. Do we have enough parking places to take this one?
4. Comments:
  - a. Jennifer Jackson volunteers to join the committee
  - b. The board members prefer wood or similar looking lockers as opposed to metal

Owners Closets: Issue – obnoxious smell

- a. Add ventilation – low cost
- b. Repaint existing partitions – moderate cost
- c. Replace existing partitions – expensive

Laundry Room:

- a. Update and improve look and feel
- b. Improve functionality
- c. Add utility sink and nicer table
- d. Costs? Estimated at \$10-15,000
- e. Add washer/dryer to each floor?

Lobby:

- a. Update and improve look and function
- b. new paint and furniture
- c. Remove office and walls and build countertops
- d. Open up space similar to Antlers new lobby

Other:

- a. Add painting of garage
- b. Back hall carpet?
- c. Stairs to garage carpet

Other general building maintenance concerns include the carpet from first floor to the garage. Existing carpet showing major wear and tear. Don makes a motion to approve carpet replacement not to exceed \$5,000 reflecting bid received from Select Surfaces. Jennifer seconds.

Don Meier makes a motion to approve a budget of \$25,000 maximum for design work related to the above projects. Bill seconds motion, all approve unanimously.

4. Corporate Governance Committee – Ed Stratemeier & Ron Peterson
  - a. Organic Document Reform –
    - i. Documents to be Reformed
      1. Article of Incorporation
      2. By Laws
      3. Condominium Declaration
      4. Rules and Regulations
    - ii. Specific Issues
      1. Adoption of CCIOA in general

2. Roll Call Vote determined by total membership and not by those present and voting.
3. Condemnation
4. Balcony Responsibility: who has responsibility for? The HOA or the individual owners
  5. Cumulative Voting: Do we want to continue Cumulative voting rights?
  6. Mandatory rebid of the Management Contract: Should we continue to rebid the building management ever three years?
  7. Should we allow for video conferencing in the future?

Jennifer Jackson makes a motion to extend Vail Management Contract for another year. Al Larson seconds, all approve unanimously.

Next HOA meeting set to be the Saturday after Labor Day.

Jennifer makes motion to adjourn, Bill seconds, Ron adjourns meeting.