

**Sun Peak HOA Board of Trustees Meeting**  
**September 28, 2010**  
**7 p.m.**

1. The meeting was called to order with the following Board members in attendance:

Roger Sawyer  
Wendy Cole  
Val Langan  
Dave Dubois  
John Renola

2. **The Enclave Project.** Bruce Shapiro, HOA attorney, attended the meeting to discuss the legal issues associated with the requested change to the Consent Agreement by the Developer of the Enclave from the currently approved 35 condo units to 23 single family PUD units. A letter will be sent to the Developer asking for a reduction in the number of lots and a limitation on the size of the homes. A meeting will be scheduled with the Sun Peak property owners in the near future.
3. **Sun Peak Master Association Rental Policy.** The Board approved a rental policy for all of Sun Peak that only allows rentals of not less than 30 days. Some additional information will be added about remedies for enforcing this policy.
4. **Minutes Approval.** The July 30, 2010 and September 14, 2010 meeting minutes were approved with slight word changes.
3. **Finances.**
  - a. Balance Sheet. The Balance Sheet was reviewed.
  - b. Dues Collection Status. One Sun Peak owner that owes two year's worth of annual dues has declared bankruptcy. Another Sun Peak owner that owes two year's worth of annual dues is now owned by the bank that holds the mortgage.
  - c. 2011 Budget. The 2011 budget and reserve budget were reviewed and were approved. The cost of an audit was added to the budget. A 3.33% annual dues increase is included in this budget. See attachment 1.
5. **Traffic Calming for Bear Hollow.** An announcement will be placed in the newsletter to request committee members for this committee.
5. **Clubhouse Projects**
  - a. Mailbox Project. Additional mailboxes are being installed adjacent to the existing trash building.
  - b. Water Leak. The water leak in the clubhouse parking lot was fixed over a 4 day period. The asphalt work still must be completed. No bills have been received for the water leak yet. This water was not metered so the lost water did not result in any cost to the HOA.

- c. **Pool Pump Motor.** The Board agreed to try and recover the costs associated with the second pool pump motor failure that was determined to be under warranty.
- 6. **The Cove @ Sun Peak Master Dues Collection.** The Sun Peak HOA has paid the Cove @ Sun Peak \$2,225 each year for several years to collect the Master Association Dues. After a CC&R review by the Master Association's HOA attorney, the Master Association does not need to pay a subdivision association to collect the Master's Association annual dues. It is part of the separate Cove @ Sun Peak Association's responsibilities.
- 7. **Annual Meeting/Board of Trustees Election/Directory Mailing.** The two positions for the Willow Draw Cottage and The Cove at Sun Peak condos are up for election. These positions are currently held by Wendy Cole and John Renola. They have both volunteered to run again for these positions. The other opening on the board is for the representative for Cedar Draw and Mahogany Hills subdivisions which is currently held by Val Langan. She has volunteered to run for this position again also. There has not been any commitments from any other homeowners to run for a board position.
- 8. **Management Contract.** The Board reviewed the current management contract with Sun Peak Management Consulting, Brenda Lake. The Board agreed to make the opening and closing date of the pool conditional each year and to increase the amount paid for the HOA management by \$100 per month. The monthly management fee has been the same since 2006.
- 9. **Personal Trainer in Clubhouse.** An owner continues to have a personal trainer in the clubhouse exercise room which is against the clubhouse rules. The Board agreed to send a letter to this owner reminding the owner of the rule and that access to the clubhouse could be denied if this rule continues to be broken.
- 10. **Annual Meeting.** The annual meeting was set for November 17, 2010. The annual meeting notice must be sent 30 days before the meeting so will be mailed on or before October 16, 2010.

THESE MINUTES WERE TAKEN BY BRENDA LAKE.

APPROVED.

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NAME

\_\_\_\_\_  
DATE