

**SUN PEAK MASTER HOMEOWNER'S ASSOCIATION**

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December 1, 2021

Dear Sun Peak Homeowners,

The Sun Peak Master Homeowners Association Board Members (Board) have approved the Sun Peak Master 2022 budget. The following items represent the increases in budget:

1. Open Space and the Risk of Wildfire: Sun Peak Master HOA owns 312 (+/-) acres of open space in need of maintenance to create defensible space for wildfire protection. Please reference [Sunpeak.org](http://Sunpeak.org) for additional information regarding the association's efforts in creating open space assessments and wildfire mitigation maintenance planning. The budget reflects an increase of annual cost for maintenance of approximately \$55K to create defensible space on 6-12 acres of open space, \$10K community cleanup and \$5K to obtain Community Wildfire Protection Plan (CWPP) and Firewise certificates. The maintenance will be an ongoing annual expense.
2. Administration and maintenance increase are due to additional responsibilities planned for capital projects and cost of living increases.
3. Increases in water expenses are estimated due to the one time fill of the added pool and to establish new plantings as part of the pool remodel. The Board, at the recommendation of the landscape architect and contractor are reviewing options to decrease and eliminate water use on open space areas where xeriscaping can be applied. The new landscaping projects around the clubhouse are being designed with water conservation goals in mind.
4. Sun Peak will continue to fund reserves at the same level of 2021 and will update its reserve study in 2022.
5. Currently, the association does not have sufficient funds to replace the tennis/pickleball courts that are at the end of life. The replacement courts are a priority and will be the next capital improvement project to be addressed.

As a result, to create wildfire mitigation planning and maintenance, along with other necessary needs of the association, the Board has determined it is necessary to increase the annual dues for 2022 by 33%. The increase will allow Sun Peak Master Association to continue to maintain and improve its common areas and keep up with increased costs.

The budget, and annual meeting have been delayed because I got COVID-19 at the end of October and was sick for an extended time. I am recovered now and healthy.

If you have any questions, please contact the Sun Peak association manager at Teresa Wharton at 435-640-5857 or [sunpeakpc@gmail.com](mailto:sunpeakpc@gmail.com).

Warm Regards,  
Teresa Wharton, Association Manager  
Sun Peak Board of Directors

	2021 BUDGET	2021 January October Actual	Nov-Dec Estimated Expenses	Total 2021 Estimated EOY	2022 BUDGET	% of votes	Per Lot Annual Fee
<b>INCOME - operating &amp; reserve assessment</b>							
Cedar Draw 29 Lots	\$ 21,598	\$ 745			\$ 29,617	7.9743%	\$ 1,021.26
Cedar Draw Estates 36 Lots	\$ 35,748	\$ 993			\$ 49,021	13.1989%	\$ 1,361.68
Cedar Draw Estates II 13 Lots	\$ 12,909	\$ 993			\$ 17,702	4.7663%	\$ 1,361.68
Mahogany Hills 98 Lots	\$ 72,986	\$ 745			\$ 100,084	26.9478%	\$ 1,021.26
The Cove @ Sun Peak Condos 80 Units	\$ 39,720	\$ 497			\$ 54,467	14.6654%	\$ 680.84
The Cove @ Sun Peak Estate 9 Lots	\$ 8,937	\$ 993			\$ 9,191	2.4748%	\$ 1,021.26
Willow Draw Cottages 109 Lots	\$ 81,178	\$ 745			\$ 111,317	29.9725%	\$ 1,021.26
<b>TOTAL Annual Dues Income</b>	<b>\$ 273,076</b>	<b>\$ 273,206</b>	<b>\$ -</b>	<b>\$ 273,206</b>	<b>\$ 371,399</b>	<b>100.0000%</b>	
<b>OTHER INCOME - operating &amp; reserves</b>							
Reserve Income	inc annual dues	inc annual dues	\$ -	inc annual dues	\$ 68,000		
Reinvestment Fee	\$ -	\$ 138,275	\$ -	\$ 138,275	\$ -		
Clubhouse Key Replacement	\$ 150	\$ 630	\$ -	\$ 630	\$ 150		
Clubhouse Rental Income	\$ -	\$ 500	\$ 300	\$ 800	\$ 1,500		
Design Review Fee	\$ 3,000	\$ 4,500	\$ 1,500	\$ 6,000	\$ 3,000		
Fines for non-compliance	\$ 500	\$ -	\$ -	\$ -	\$ 500		
Interest Income	\$ 1,500	\$ 1,093	\$ 219	\$ 1,312	\$ 1,500		
Late Fees Penalty & Legal Fee	\$ 1,000	\$ 1,552	\$ -	\$ 1,552	\$ 1,000		
<b>TOTAL Other Income</b>	<b>\$ 6,150</b>	<b>\$ 146,551</b>	<b>\$ 2,019</b>	<b>\$ 148,569</b>	<b>\$ 75,650</b>		
<b>TOTAL INCOME</b>	<b>\$ 279,226</b>	<b>\$ 419,757</b>	<b>\$ 2,019</b>	<b>\$ 421,775</b>	<b>\$ 447,049</b>		
<b>EXPENSES</b>							
<b>Reserve Contribution</b>							
Reserve Contribution	\$ 68,000	\$ 68,000	\$ -	\$ 68,000	\$ 68,000		
<b>TOTAL Reserve Contribution</b> (collected as dues, deposit to reserve account)	<b>\$ 68,000</b>	<b>\$ 68,000</b>	<b>\$ -</b>	<b>\$ 68,000</b>	<b>\$ 68,000</b>		
<b>ADMINISTRATION</b>							
Design Review Administration	\$ 6,000	\$ 7,240	\$ 2,000	\$ 9,240	\$ 6,000		
Insurance Clubhouse, GL, D&O	\$ 10,095	\$ -	\$ 10,095	\$ 10,095	\$ 11,105		
Misc. - key replacement	\$ 150	\$ 518	\$ 264	\$ 782	\$ 300		
Office Exp. (copying/postage), Business Registrations	\$ 1,200	\$ 1,058	\$ -	\$ 1,058	\$ 1,200		
Property Management Fees	\$ 60,944	\$ 50,784	\$ 10,157	\$ 60,941	\$ 72,944		
Fire/Security Monitoring & Maintenance	\$ 800	\$ 620	\$ 365	\$ 985	\$ 800		
Website Fees and Maintenance	\$ 1,200	\$ 1,278	\$ 1,275	\$ 2,553	\$ 4,000		
<b>TOTAL Administration Expenses</b>	<b>\$ 80,389</b>	<b>\$ 61,497</b>	<b>\$ 24,156</b>	<b>\$ 85,653</b>	<b>\$ 96,349</b>		
<b>PROFESSIONAL FEES</b>							
Accounting	\$ 600	\$ 340	\$ -	\$ 340	\$ 400		
Legal (collections, liens, etc.)	\$ 5,000	\$ 3,113	\$ 200	\$ 3,313	\$ 5,000		
Professional Fees; border oversight	\$ 10,000	\$ 8,488	\$ 1,200	\$ 9,688	\$ 10,000		
<b>TOTAL Professional Fees</b>	<b>\$ 15,600</b>	<b>\$ 11,940</b>	<b>\$ 1,400</b>	<b>\$ 13,340</b>	<b>\$ 15,400</b>		
<b>TAXES</b>							
PROPERTY TAXES - Open Space & Clubhouse	\$ 9,500	\$ -	\$ 9,401	\$ 9,401	\$ 10,000		
<b>TOTAL Taxes</b>	<b>\$ 9,500</b>	<b>\$ -</b>	<b>\$ 9,401</b>	<b>\$ 9,401</b>	<b>\$ 10,000</b>		
<b>MAINTENANCE</b>							
Snow Removal (Clubhouse/mailbox areas)	\$ 6,200	\$ 3,495	\$ 3,050	\$ 6,545	\$ 7,625		
Entry Sign/Winter Lighting	\$ 2,000	\$ 2,402	\$ 2,402	\$ 4,805	\$ 2,500		
Landscape Maintenance (Clubhouse/Pool/Entry/Trees/Spraying)	\$ 11,000	\$ 10,641	\$ 735	\$ 11,376	\$ 17,500		
Tennis Courts	\$ 2,000	\$ 1,350	\$ 650	\$ 2,000	\$ 2,000		
Open Space & Trail Maintenance	\$ 15,000	\$ 13,650	\$ 9,050	\$ 22,700	\$ 70,000		
Community Cleanup Dumpster	\$ 6,000	\$ 4,594	\$ -	\$ 4,594	\$ 5,000		
Clubhouse Cleaning (1x week)	\$ 5,000	\$ 4,635	\$ 1,125	\$ 5,760	\$ 6,000		
Clubhouse cleaning/mngt private parties	\$ -	\$ 285	\$ 750	\$ 1,035	\$ 625		
Clubhouse Maintenance & Supplies	\$ 6,500	\$ 4,545	\$ 200	\$ 4,745	\$ 6,500		
Pool Maint.. (Supplies/Repair/Clean Pool Membership check Sat & Sun)	\$ 22,000	\$ 25,020	\$ -	\$ 25,020	\$ 28,000		
<b>TOTAL Maintenance Expense</b>	<b>\$ 75,700</b>	<b>\$ 70,618</b>	<b>\$ 17,962</b>	<b>\$ 88,580</b>	<b>\$ 145,750</b>		
<b>UTILITIES Clubhouse</b>							
Cable	\$ 600	\$ 608	\$ 122	\$ 730	\$ 600		
Gas & Electric	\$ 5,800	\$ 6,977	\$ 1,396	\$ 8,373	\$ 8,500		
Internet	\$ 600	\$ 517	\$ 103	\$ 620	\$ 600		
Sewer	\$ 400	\$ 275	\$ 56	\$ 331	\$ 600		
Telephone	\$ 600	\$ 549	\$ 110	\$ 659	\$ 600		
Trash Collection	\$ 800	\$ 797	\$ 202	\$ 999	\$ 1,000		
Water	\$ 21,237	\$ 14,207	\$ 2,502	\$ 16,709	\$ 24,000		
<b>TOTAL Utilities</b>	<b>\$ 30,037</b>	<b>\$ 23,929</b>	<b>\$ 4,491</b>	<b>\$ 28,420</b>	<b>\$ 35,900</b>		
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 279,226</b>	<b>\$ 235,984</b>	<b>\$ 57,411</b>	<b>\$ 293,394</b>	<b>\$ 371,399</b>		