

# THE ENCLAVE AT KEYSTONE

## Board of Directors Meeting

April 15, 2006

Board Members	Ralph Tufts	Unit 15	Bill Goslau	Unit 36
	Bob Chisholm	Unit 4	John Weisenfels	Unit 19
	Melissa Trask	Unit 23		
Owners	Don and Meredith Van Dyne	Unit 16	Harold Dobbs	Unit 2
	Lou Van Houten	Unit 41	Fritz Trask	Unit 23
	Marianna Goslau	Unit 36		
Others	Bob Utchel	Manager		
	Bob Polich	Mountain Systems		

President Ralph Tufts called the meeting to order at 9:11 AM.

**Minutes.** *The minutes from the December 29, 2005 meeting were approved. (Chisholm/Tufts,5-0).*

**Financial Report.** A financial summary was included in a mailing to owners and the summary through the three months ending in March was available at the meeting. The Association was about \$6,000 better than budgeted through the first quarter. It is expected pending maintenance projects will bring expenses closer to budget as the year continues. The cost of ice removal from the roofs is included within the building maintenance cost. The 2005 financial review and tax return had been completed by the CPA firm Gordon, Hughes and Banks. The financial review is available on the web site. *The Board approved a motion to transfer excess earnings in 2005 to the replacement reserve fund. (Tufts/Trask,5-0).*

**Managers Report.** Bob Utchel presented the managers report. Joe Douglas will be returning as the assistant manager to help with summer maintenance and the manager days off. The wage rate would be \$14 per hour. Bob indicated flower planting in the garden areas should be around \$1,000. There are 15-20 sprinkler heads broken. *The Board approved repairs on the sprinkler system not to exceed \$1,000. (Tufts/Goslau,5-0).* Bob had a list of replacement landscape maintenance equipment needed including a mower and weed wacker. *The Board approved spending on landscaping equipment not to exceed \$1,500. (Tufts/Trask,5-0).* Weed and feed will be applied for the grass and to control weeds. A new wiring feed was needed to the racquet ball court. The bill had not yet been received, but was estimated at \$600-\$700. The sauna was currently not working. Bob indicated it was not used by owners much, but regularly used by owner guests. The lower clubhouse concrete sidewalk needed repairs. Double M Asphalt was providing a bid for some minor parking lot maintenance. It was estimated the paving would last another 3-5 years. The status of the paving will be reviewed as part of the building painting and upgrades. Unit 43 had a structural problem with the back entry. The cost from Black Duck was \$2,243. The Board confirmed the structural work was the responsibility of the Association, but doors are the owner's responsibility. Architectural review of replacement windows and doors was discussed. The heavier winter had resulted in roof leaks in some units from ice dams. The

ice dams had been cleared during the winter, but it was difficult to have the dams removed timely. Opinions from Turner Morris Roofing and Excellent Construction had been solicited regarding correcting the problem. The Board discussed if the problems were exclusive to this year or had been a problem in prior years. Excellent Construction indicated they felt the correction was the flashing at a cost of \$2,500 to \$3,000 per problem unit. Previously, the Association had received a bid for building vent screens to protect against rodents for \$28,000. As the only known problem was Unit 35, the Board asked Bob to obtain a bid for this unit only. Bob indicated the security system batteries had been replaced, carpet cleaning in the clubhouse was scheduled and the fire extinguishers would be inspected. *The Board approved replacing the stove in the managers unit that had failed at a cost not to exceed \$600. (Tufts/Trask,5-0).*

**Building Consultants.** Ralph reported he was having difficulty contacting any architect that had the time to consider the Enclave. Excellent Construction had provided a drawing of a building with new siding and replaced deck rails. The Board felt repairs should be made to known problems including roof leaks, but the painting of the building would be deferred until a long-term plan was determined. The potential cost to homeowners by unit was discussed. The Board approved \$500 to have a photo sample of the buildings with a stucco application.

**Unit boilers.** Bob Utchel reported the HydroPlus boiler in Unit 37 had failed resulting in substantial unit damage from water. Bob expressed concern regarding the remaining older HydroPlus boilers in the Enclave. He estimated about 50% of the units still had the older boiler. Larry Estes was doing work for some owners to repair and replace boilers. *The Board approved a motion to require owners to make repairs to any boilers showing leaks or water infiltration to protect the buildings. (Tufts/Wisenfels,5-0).* The boilers are the responsibility of each homeowner. Homeowners are strongly encouraged to have their boiler inspected and replaced if necessary.

**Other Business.** The problem of ice on the driveway during the winter from melting roof snow was discussed. It was suggested that some units are particularly affected by this and the problem might be corrected with gutters and downspouts. It was mentioned that the Enclave entrance sign needed to be refinished. Don Van Dyne reported Vail Association indicated the current selling price of their properties in Keystone was \$420 per square foot and they felt the value should be \$600 per square foot before significant improvements to the Keystone Ski area would be made.

**Next Meeting.** The next meeting would be July 1, 2006 at 9AM.

The meeting was adjourned at 11:20 AM.

# THE ENCLAVE AT KEYSTONE

Special Board of Directors Meeting

May 9, 2006

Board Members	Ralph Tufts Bob Chisholm	Unit 15 Unit 4	Melissa Trask	Unit 23
Owners	Don and Meredith Van Dyne Harold and June Dobbs	Unit 16 Unit 2		
Others	Bob Utchel Bob Polich Derrick Wade Charles Story	Manager Mountain Systems Architect Travis Construction		

President Ralph Tufts called the meeting to order at 10:05 AM.

**Building Consultants.** Frisco architect Derrick Wade attended the meeting. He had been the Silverthorne Town Manager until 2000, and then returned to private practice. Most of his work was residential. Recently he had designed the medical center under construction behind the Wendys in Silverthorne and had designed the commercial building improvements on Ten Mile Drive in Frisco. His overview on the Enclave was from good maintenance it retained a nice curb appeal and would recommend limited changes. The changes would include deck railing, window trim and use of synthetic woods on the decks. He did not like the appearance of stucco and did not feel it held up well. He would recommend Hardiplank as a siding replacement. Derrick had worked with Travis Construction on other remodels. Travis had completed numerous condo complex remodels and currently was booked for the remainder of 2006 on condo remodels. They provided a sample book of projects done. Charles, from Travis Construction, and Derrick addressed questions regarding impact on value, energy savings, timing of the work, use of stone, gutters, roof leaks, and expected costs. Derrick indicated he could develop suggested upgrades for the Enclave in September and Travis Construction had openings in their 2007 schedule for the work.

After Derrick and Charles left the meeting, the Board discussed the options based on the presentation made.

**Unit 43.** The Board confirmed its interpretation of the Documents that the owner is responsible for the cost of the exterior doors.

**Next Meeting.** A meeting with Architect Ken O'Bryan was scheduled for May 24, 2006 at 1:30 PM.

The meeting was adjourned at 11:20 AM.

# THE ENCLAVE AT KEYSTONE

## Special Board of Directors Meeting

May 24, 2006

Board Members	Ralph Tufts Bob Chisholm	Unit 15 Unit 4	Bill Goslau (Proxy)	Unit 36
Owners	Fritz Trask Jean Pilon Lou Van Houten	Unit 23 Unit 7 Unit 41		
Others	Bob Utchel Bob Polich Ken O'Bryan	Manager Mountain Systems Architect, O'Bryan Partnership		

President Ralph Tufts called the meeting to order at 1:30 PM.

**Building Consultants.** Ken O'Bryan of O'Bryan Partnership met with the Board. Ken provided a portfolio of work including several Vail and Beaver Creek condo properties. Ken recently had done work on Lions Head projects similar in age and scope to the Enclave. They have done significant work for Vail Associations and currently are involved in the upgrades by Vail Association of the Breckenridge Ski Area. Ken began by indicating the Enclave buildings had a surface square footage of 7,500 to 9,000 square feet. The cost to remodel the buildings would be in a \$14 to \$17 per square foot range. He explained samples of his work reflected using HardiPlank, stucco and stone to change building appearance, lower maintenance costs and improve energy efficiency. He indicated the design and installation of the materials selected, particularly flashing and water proofing was critical to the success of a remodel project. Questions were asked of Ken including how maintenance cost would be reduced, desirability of stucco, costs, recommended contractors and roof snow build up. Ken indicated his experience was a remodeled project would experience a 5 to 7% increase in resale values. While Ken was already scheduled for 2006, he indicated he felt he could provide concept drawings for the Enclave this summer with full drawings done in sufficient time for the 2007 construction season. Ken left the meeting.

The Board discussed the presentation made. As those attending were impressed with Ken's presentation, Ralph was directed to contact him regarding preparing conceptual drawings to present to owners.

**Painting.** Peak Painting had provided a proposal for touch up painting of \$12,000. The proposal was based on spending approximately 20 hours per building. *A motion was approved to contract with Peak Painting for touch up work this summer at a cost not to exceed \$12,000. (Tufts/Chisholm,3-0).* While the Board did not want to do any painting pending a long-term plan, it was felt this was the minimum required to maintain the condition and visual impact of the buildings for the next year.

**Asphalt.** A proposal for \$8,150 for crack filling and minor patches was received from Double M Asphalt. *The Board approved the asphalt proposal for work this summer not to exceed \$8,150. (Tufts/Chisholm,3-0).*

**Landscaping.** Bob Utchel updated the Board on the need for additional flowers. Bob had been working with Bill Goslau regarding the landscaping. *The Board approved an additional \$2,250 for flowers. (Tufts/Chisholm,3-0).*

Bob Utchel discussed the various opinions on mowing and the berms. The Board indicated to leave the berms in a wild state and to do limited mowing of the front area with a desired grass height of approximately 8 inches. Bob would spray around the exterior of any building reporting problems with ants or bugs.

**Roofs.** Excellent Construction had provided an estimate to fix the roof on five units identified to have problems. The average cost was \$3,200 per unit. A sixth unit had been identified with a problem after the bid. *The Board approved the proposal from Excellent Construction to correct roof flashing and leak problems for six units at a cost not to exceed \$18,000.*

**Manager's Bank Account.** *The Board approved opening of a separate manager's bank account with a debit card with a bank balance not to exceed \$5,000. (Tufts/Chisholm,3-0).* The card would be used by Bob Utchel for approved Enclave purchases and the bank balance reimbursed from general funds on a monthly basis.

**Unit 43.** Black Duck had bid \$4,400 for the door and structural work in Unit 43. The Board approved the work within the bid that corrected the structural problems in the unit. The cost of the door included within the bid was the responsibility of the owner.

The meeting was adjourned at 3:50 PM.

# THE ENCLAVE AT KEYSTONE

## Board of Directors Meeting

July 1, 2006

Board Members	Ralph Tufts	Unit 15	Bill Goslau	Unit 36
	Bob Chisholm	Unit 4	John Weisefels	Unit 19
	Melissa Trask	Unit 23		
Owners	Fritz Trask	Unit 23	Sandra Shutler	Unit 28
	Jean Pilon	Unit 7	Ronald & Margaret Morey	Unit 32
	Jack & Karen Reutzler	Unit 35	Harold Dobbs	Unit 2
	Keith Lemmerman	Unit 43	Marianna Goslau	Unit 36
	Karen Appelwick	Unit 10	Donald & Meredith Van Dyne	Unit 16
	Millicent Clair	Unit 38		
Others	Bob Utchel	Manager		
	Bob & Deborah Polich	Mountain Systems		

President Ralph Tufts called the meeting to order at 9:10 AM. He indicated the remodeling design from O'Bryan Partnership was not ready for the meeting.

**Minutes.** *The minutes from the April 15, 2006 meeting and the special meetings May 9, 2006 and May 24, 2006 were approved. (Chisholm/Trask,5-0).*

**Financial Report.** A five-month financial summary ending May 31, 2006 was included in a mailing to owners. The Association is over budget on grounds maintenance due to the purchase of new equipment and security because of the need to have all of the batteries replaced. Overall, the Association is \$1,000 better than budgeted. The current reserve fund balance was \$415,000.

**Managers Report.** Bob Utchel presented the managers report. The touch up painting has started with an estimated cost of \$1,000 per building. Funding for the painting was limited to only the most needed areas. Bob is doing minor window molding repairs on the plastic that has pulled away due to sun exposure. Numerous flowers were planted this year. An additional irrigation zone will be installed to green up the area near units 30 to 37. The owners present indicated a preference for the groomed appearance of the landscaping rather than the natural look around the entry and other prominent areas. He indicated that the Fire Department requests that grasses be no taller than 8" for fire mitigation. The rock runoff areas were sprayed for weeds. An electrician will need to determine the wiring problem in one light pole. The Clubhouse has been busy with more renters than owners using the facilities this summer. Asphalt crack filling and patching is scheduled for July or August and should take about a week. There was a problem with one of the boilers in Unit 37 that leaked and caused about \$15,000 in damages. Unit owners with the boilers that have never been replaced should have then checked. Currently six boilers are being replaced or repaired. Bob will do a visual inspection of the unit venting to determine how many buildings need to be done. The Association will need to wait until this fall before any netting is added to allow the birds to finish nesting. There are six master bedroom roof leaks that will be addressed before winter. Bob will determine if the utility meter box hutches in the back can be better protected from snow and ice damage. He asked permission to

dispose of the old lawnmower as he needed to make room for the new equipment. The problem with water seeping into a few garages and potential solutions was discussed. Bob will fix the rocks that have fallen away from the fascia near the garage entryways. There was a "Big Thank You" to Bob & Tina Utchel and Joe Douglass from all attending for the outstanding job they have done. The Enclave looks better now than it has in many years.

**Report on preliminary building remodel.** Ralph Tufts mentioned that the Board had met with two architectural firms and all attending the meetings felt Ken O'Bryan of O'Bryan Partnership to be the best choice for the Enclave. Ken had provided an overview of a remodeling concept that would correct current building problems, enhance curb appeal and minimize future maintenance. Ken O'Bryan had hoped to have had the preliminary designs ready for this meeting, but it will be a few more weeks until completed. The plans will have a combination of materials with a cost approximately \$14 to \$17 per square foot. The Board's intent, when they have firm costs in hand, is to present the cost and options to all owners. The current estimate is a remodel may require a special assessment of \$20,000 to \$25,000 per unit. It was the opinion of the architect that the cost of the remodel would increase the property value by 5 to 7%. The minimum painting and building maintenance is being done this year until a firm decision is made regarding the remodel. Ralph indicated the age of the building requires either substantial maintenance or a renovation that may limit maintenance expenditures in the future. The consensus of owners attending the meeting was a renovation of the buildings would be the preferred alternative. If renovations were done, it would be intended to complete the work in one summer by starting in early spring. Should the owners agree to a renovation, it is anticipated there will be several payment options including the potential of financing arranged through Association bank contacts. It was also suggested to update the "Enclave" entrance sign.

**Other Business.** There was a reminder for all owners to please update and or provide their email addresses to allow information to be sent electronically. Also, owners were reminded that any operations concerns should be addressed to a Board member or the Manager, and not the contractor doing the work..

**Next Meeting.** The next meeting would be September 1, 2006 at 9AM. The Board will schedule a meeting with O'Bryan Partnership when the preliminary plans were ready.

The meeting was adjourned at 9:54 AM.

# THE ENCLAVE AT KEYSTONE

## Board of Directors Meeting

September 2, 2006

Board Members	Ralph Tufts	Unit 15	Bill Goslau	Unit 36
	Bob Chisholm	Unit 4	John Weisefels	Unit 19
	Melissa Trask	Unit 23		
Owners	Fritz Trask	Unit 23	Joe & Lois Thompson	Unit 22
	Dave & Deb West	Unit 25	Carolyn & Blake Shutler	Unit 28
	Jack & Karen Reutzel	Unit 35	Harold & June Dobbs	Unit 2
	Marge & Ron Morey	Unit 32	Marianna Goslau	Unit 36
	Millicent Clair	Unit 38	Donald & Meredith Van Dyne	Unit 16
Others	Bob Utchel	Manager		
	Bob & Deborah Polich	Mountain Systems		

President Ralph Tufts called the meeting to order at 9:10 AM.

**Minutes.** *The minutes from the July 1, 2006 meeting were approved. (Goslau/Trask,5-0).*

**Financial Report.** A seven-month financial summary ending July 31, 2006 was mailed to all owners. The Association is over budget by \$10,000 due to higher repairs and maintenance and replacement of the security system batteries. Some of this expense is allocated within the reserve fund budget, but is expensed when incurred. Most expense categories are within or below budget. The 2007 Budget was also included and is projected with nominal increases in utilities and operations. Building insurance cost increased, but by a lower percentage than the increased valuation of the building coverage. It was noted the 2007 Budget might change due to the major issues that the association is now facing such as the remodel.

**Senate Bill 100 and 89.** Bob Polich is working with our attorney on changes the association is required to adopt in order to stay in compliance. This information when completed will be sent out via email to the Board and will be available to all owners through the website. This information will cover Reserve Fund procedures, Rules and Regs, the conduct of the Board and owners at meetings, issues regarding lawsuits and the collection of delinquent dues. The Enclave had already been following these guidelines, but they need to be more documented. The Board will review this information and formally adopt them at a future meeting.

**Insurance Renewal.** On September 1, 2006 the building insurance was renewed with Farmers Insurance. The building valuation increased 5%; the cost of the insurance increased 4%. The cost of the annual premium is \$23,000.

**Building Renovation.** The Board has been looking at all types of renovation concepts for the building exteriors. So far, two proposals have been received, one for \$2,400,000 and the other for \$2,744,000 which per unit would be \$59,000 to \$70,000. It is anticipated that the improvements would increase the unit value by 5 to 7%. The question facing the Board is if the Association should proceed with the remodel or continue to spend monies on an annual basis for repairs including water damage, siding and painting. It has been estimated that up to 50% of the exterior boards require replacement. Most owners present indicated their opinion in the long-term it would appear more beneficial to correct the problems through a remodel versus trying to continue to spend money to just patch up the project. The Enclave is a "hidden gem" and it was felt that we could get more value if we did the improvements now and not wait.



Cost of the exterior siding options including HardiBoard and stucco have been \$700,000 to \$800,000. The siding cost does not take into account structural corrections and water proofing prior to replacing siding. Additional areas needing upgrades included the decks and garage doors. The Association could work with lenders to provide owners with financing options should a special assessment be imposed. There was a lengthy discussion regarding the designs, cost of the improvements, the bids received so far and the financing options. As the cost proposal had been received just prior to the meeting, the Board has not had the chance to review each bid or to determine any possible cost savings on the bid line items. It was felt that the best idea would be to do the improvements in one year starting in early spring. If work was to be done next year, a final decision regarding the design and contractor would need to be finalized by year end. Additional information would be provided to all owners when available.

**Managers Report.** Bob Utchel presented the managers report. Repairs to six roofs that had leaked last year had started. Bids were received to repair seven utility shed roofs and trim that was knocked off from the snow and ice last winter with an estimated cost of \$3,500. The repairs are necessary (required by Xcel) to prevent damage to the gas meters. *Motion to approve the repair of the seven utility shed roofs at a cost not to exceed \$3,500 was approved. (Trask/Tufts, 5-0).* Screening the eaves will be done on a few units after the birds have flown, with additional units done next year. A new dishwasher was purchased for the managers unit at a cost of \$520. Bob is accepting bids for a new snow removal contractor, as Premier will no longer be doing the snow removal this year. He anticipates that the costs will increase as most contractors are looking for a set fee for the year and not on a per plow cost. At this time RKR has presented a bid on a per hour cost of \$140. They would also do same day roof snow removal at \$65 per hour. The estimated cost would be \$500 to \$750 per storm. Service Monkey has been retained to sweep out the chimneys at a cost of \$50 each for 15 or more units. The last time the flues were done was in 2005. *Motion to have the chimneys cleaned was approved. (Chisholm/Trask, 5-0).* The landscaping came out well this year and a bid to add irrigation in front of units 34-40 was received for \$4,000 to \$5,000. The grass and weeds will all be cut down next week in preparation for winter. Assistant Joe Douglass will stay on seven more weeks to help with various projects along with touch up painting and painting the trash enclosures. The Board decided to wait on changing the exterior light bulbs to fluorescent until the architectural changes have been decided. The humidity stats in the Clubhouse have been seizing up so an electrician is required to determine what needs to be done. *Motion to hire an electrician to determine the correction to the humidity stats in the Clubhouse was approved. (Track/Tufts, 5-0).* To correct a problem with the Clubhouse entry key pad sticking would cost \$200 to replace the panel. Bob is preparing an Enclave newsletter that will mention firewood costs and carpet cleaning that will be mailed by the end of September. The Board agreed to the purchase of a new wireless router at a cost of \$200 to provide better coverage.

**Board of Directors Candidates.** The terms of Bill Goslau and John Weisefels will expire at the next meeting. Both are interested in running for re-election.

**Other Business.** It was mentioned that 12 boilers have been replaced so far with another 13 to be done. An email was received from the owner of Unit 7 complaining about the noise from the new boiler in Unit 8. The problem will be looked into to see if the noise can be muffled.

**Next Meeting.** The next meeting would be Thursday, December 28, 2006 at 9AM.

The meeting was adjourned at 11AM.

# THE ENCLAVE AT KEYSTONE

## Special Board of Directors Meeting

December 5, 2006

Board Members	Ralph Tufts	Unit 15	Melissa Trask	Unit 23
	Bob Chisholm	Unit 4	Bill Goslou	Unit 36
Owners	Don and Meredith Van Dyne	Unit 16	Brittney Greene	Unit 42
	Joe & Lois Thompson	Unit 22	J Nutie Dowdle	Unit 37
	Harold and June Dobbs	Unit 2	Blake Shutler	Unit 28
	Fritz Trask	Unit 23		
Others	Bob Utchel	Manager		
	Bob Polich	Mountain Systems		
	Ed Storako	Excellent Construction		
	Gus Boughton	Trinity Construction		
	Andrera Fulloi	A&A Construction (stucco)		
	Andrei Fuop	A&A Construction (stucco)		

President Ralph Tufts called the meeting to order at 10:00 AM.

Previously, some Board members had met with Architect Ken O'Bryan in his Frisco Office regarding the conceptual design for the Enclave restoration. Ken had arranged for two contractors, Trinity from Dillon and Viele from Vail to provide cost estimates of the proposed restoration. The initial cost from Trinity was \$2,411,977 and from Viele \$2,744,845. Additionally, homeowner Blake Shutler had provided some initial cost projections based on his construction background beginning at \$1,527,411 and revised to \$1,854,235. Blake indicated all of his numbers were very preliminary. A follow up meeting was held with Ken O'Bryan regarding costs that were exceeding his original \$1,500,000 estimate. Ken had a meeting with Trinity Construction regarding their bid and a revised estimate was provided of \$2,049,540. The reduced estimate was mostly from a reduction in work items. This meeting was scheduled to further compare the estimates, discuss the Trinity estimate directly with the contractor, have a presentation by a stucco sub-contractor brought in by Trinity, and review other building issues that may not be considered by the estimates.

Ed Storako of Excellent Construction has repaired six unit roof / wall connections during the summer that had been identified in the 2005/2006 winter as problem areas. Ed had done work in prior years at the Enclave repairing failing decks, ice fall damage, siding replacement and sliding door entries. Ed summarized his knowledge of ongoing building problems at the Enclave as they related to the roof/wall problems, flashing and water intrusion areas.

A&A Construction was an Atlanta based company that has not done any work in this area. Their specialty was the application of EFIS stucco (synthetic). Their interest in the Enclave project was to bring in a full stucco crew from Atlanta of up to 30 people for the work during the summer. The material used was Parex that was combined with a moister drain system behind the stucco. The stucco has a 10 year warranty with a 5 year installer warranty. The acrylic finish

can be pressured washed and can be painted with an acrylic paint if desired in the future. The product has been in use for over 30 years. The installation involved installing the water drainage system, 1½ inch foam, and ¼ inch stucco. They recommended a sand finish. The foam was rasped to maintain a smooth finish allowing it to be installed directly over the existing siding. There were some question regarding the flashing around windows and whether the window trim should be a Hardiplank synthetic wood or an alternate stucco color. Wires, gas lines and venting, mostly on the back of buildings, could affect the cost of installation. The stucco contractor also was available to do the stone work. The stone could either be a natural stone matching the existing stone as close as possible; a simulated stone made to resemble the existing stone; or a new “thin” stone that is natural stone cut to thin application pieces. After the presentation, Trinity and A&A left the meeting. The Board discussed concerns with an out of state stucco contractor. Subsequent to the meeting, Trinity and O’Bryan indicated use of out of state contractors was for cost savings purposes and with proper contractor and architectural supervision they did not feel it would be a problem.

The Board discussed the appearance change to the building was the garage doors, deck railing and window trim. The stucco application did not change the building much. There was a discussion regarding replacement of the existing bad siding rather than a replacement with stucco or Hardiplank. There was a long discussion with Ed Storako regarding the current condition of the siding and building. In Ed’s opinion, most of the existing siding should be removed to correct the known moisture problems. Additionally, even siding considered being in satisfactory condition at this time may not last for much longer. There were comments from owners regarding correcting the known moisture problems with the building rather than deferring it to the future resulting in more damage and costs.

The existing reserve fund had \$400,000. The majority of this amount was allocated to future parking lot and roof replacement. There was a discussion that the estimated \$2,500,000 in restorations cost would need to be from a special assessment as both the parking and roof replacement would still need to be done in the future as projected.

The meeting adjourned at 1 PM.

# THE ENCLAVE AT KEYSTONE

Special Board of Directors Meeting

December 18, 2006

Board Members	Ralph Tufts	Unit 15	Bill Goslou	Unit 36
	Bob Chisholm	Unit 4	Melissa Trask	Unit 23
Owners	Don and Meredith Van Dyne	Unit 16		
	Fritz Trask	Unit 23		
Others	Bob Utchel	Manager		
	Bob Polich	Mountain Systems		
	Tom Connelly	TC3 Architects		

President Ralph Tufts called the meeting to order at 8:30 AM.

Tom Connelly was the principal of TC3 Architects and had been recommended to the Board. Tom indicated he was a small firm that did not do much work on projects the size of the Enclave. He normally was not involved in supervision of the contractor during the construction phase. The owners discussed various building methods and opinions with Tom. Tom would remove the existing siding as part of a restoration. He was comfortable with either traditional or EFIS stucco. Hardiplank was a good material that was in wide use, but some still did not like its appearance. He agreed that changes to the railing, color and garage doors would upgrade the look of the project. The existing architecture provided most of the building character and likely would not need to be changed much. The cost of garage door replacement may be a consideration in the final design. He indicated the new "Robinson" sliced natural stone seems to be a good material for appearance and installation. He did not have any inexpensive suggestions regarding correcting the roof overhangs that were very close to the siding. Tom indicated a conceptual presentation with a 3-D photo would take 10-20 hours and cost around \$3,000. The Board thanked Tom for meeting with them and he left the meeting.

The opinion of the Board was the current O'Bryan Architects as a larger firm offered the services more suitable to the Enclave restoration.

**Senate Bill 100/89 Document.** The Board had been provided with a letter and proposed Resolution updating the Enclave procedures to conform to new Colorado Homeowner Statutes. The Board felt they should be approved at the annual meeting with the following items addressed:

1. Clarification by the attorney of the effect of current Rules that have the Board decide on exterior modifications proposed by homeowners compared to the language of the required Architectural Review Committee.
2. Clarification on the audit requirement in the letter and Resolution.
3. Fire mitigation in the letter was not addressed in the Resolution.
4. Correction of a typo on Page 27, A-2 of the Resolution.

Bob Polich clarified the practice indicated for voting at the annual meeting and insurance claim filing.

**Meeting Dates.** Ralph suggested 2007 meeting dates of April 7<sup>th</sup>, July 7<sup>th</sup>, September 1<sup>st</sup> and December 29<sup>th</sup> for the annual meeting. There will be additional special meetings regarding the restoration project.

The meeting adjourned at 10:30 AM.

# THE ENCLAVE AT KEYSTONE

## Special Board of Directors Meeting

December 13, 2006

Board Members	Ralph Tufts Bob Chisholm	Unit 15 Unit 4	Bill Goslou	Unit 36
Owners	Don and Meredith Van Dyne Joe & Lois Thompson Blake Shutler	Unit 16 Unit 22 Unit 28		
Others	Bob Utchel Bob Polich Ed Storako Dave Jimenez	Manager Mountain Systems Excellent Construction Highlander Lath & Plaster		

President Ralph Tufts called the meeting to order at 10:00 AM.

The focus of this meeting was to address concerns regarding the use of stucco instead of a siding material in a restoration project of the Enclave. The conceptual design had specified EFIS stucco that is a synthetic product. Traditional cement based stucco was the alternative product. Concerns had been expressed regarding lawsuits and insurance issues concerning the EFIS product. Farmers Insurance indicated the Enclave master insurance policy would not change if EFIS was installed.

Dave Jimenez was the owner of Highlander Lath & Plaster. He had been providing stucco work in Summit County for 17 years. Prior to that he had worked in the Vail / Eagle area. His company provides stucco contracting on projects in Vail, Summit County and Grand County. He is a licensed applicator of EFIS and is insured by State Farm including EFIS installation. He also is a tradesman proficient in the application of traditional stucco. Dave has numerous examples of his work in Summit County. The Backcountry Brewery in Frisco is an example of an EFIS project that was done over ten years ago. Near the Enclave, Dave did the EFIS stucco for the Keystone Conference Center expansion and the EFIS stucco on the Gateway project across the street from the Enclave.

Prior to the meeting Dave toured the project with Ed Storako and was aware of the moisture concerns as explained at previous meetings to the Board by Ed. Both contractors agreed the stucco application was the final and most dramatic portion of any restoration project, but the preliminary work of flashing and water proofing to prepare for the stucco was the most critical aspect of the work. Dave was asked to provide his opinion why the Enclave should replace the existing siding. Both Dave and Ed presented a detailed discussion indicating that the Enclave was at a critical juncture. At this time, there was no excessive structural damage from moisture and most problem areas were not noticeable. However, within a short time space, the moisture intrusion could cause substantial damage resulting in a restoration more costly than the one

currently under consideration. A stucco application to a building properly prepared with adequate flashing provided a very effective moisture barrier.

Dave provided details regarding the differences between EFIS and traditional stucco. The documented moisture intrusion problems with EFIS were mostly in the Mid-West and South. The cause of the problems had been improper installation trapping moisture behind the stucco. There had been limited problems with EFIS in our dry climate. Current installation methods required the application of a moisture drain behind the stucco foam application. EFIS can only be installed by contractors licensed by the material manufacturers. The majority of the cost of an EFIS installation is the materials. The labor portion is lower in cost and not as technically demanding. The foam backing of EFIS adds to the building insulation. Dave has experienced problems in some locations in Summit County with woodpecker damage that required annual repairs. The foam backing also is subject to damage from falling ice and objects hitting the building. EFIS has advantages in installation over irregular surfaces and flexibility. Traditional stucco is a concrete based product that has been in use for centuries. In the last few years, some of the advantages of EFIS with regards to flexibility have been addressed with traditional stucco by the use of elastic top coats. Dave explained the three coat application process allowing the based coats to "crack out", water treatment, and the final elastic coating. The installation also requires designed joints to allow for building expansion. Colors and architectural treatments available are the same with conventional and EFIS. Proper installation and appearance of traditional stucco required much more labor and knowledge. The material costs are limited, but the labor cost is much higher than EFIS. Overall, Dave felt the total cost of traditional stucco would be the same or slightly less than EFIS.

It was the strong recommendation of Dave that the Enclave should use traditional stucco. He felt long-term maintenance and appearance would be best served with the traditional application. It was the recommendation of both Dave and Ed that the existing siding be removed to provide the best base and correct all the problems before applying the stucco. The removal of the siding would not cause any material increase in the project cost.

Also discussed was the possibility of window replacement. Windows were a homeowner item. The windows in the Enclave are Anderson and had been replaced once. There was a discussion regarding if there was much utility savings from a replacement of the windows. The architectural design of the stucco application or trim application around the windows would be a factor in the cost of replacement in the future if they were not done at the same time as the proposed restoration.

It was the opinion of the owners attending the meeting that the buildings were in need of a major restoration as soon as possible to avoid damage. Stucco was a desirable replacement of the siding as it would minimize future maintenance. The use of traditional stucco would seem to be far superior to the use of EFIS at the Enclave.

The meeting adjourned at 12 PM.

# THE ENCLAVE AT KEYSTONE

Annual Meeting  
December 28, 2006

Board Members	Bob Chisholm Unit 4	John Weisenfels	Unit 19
	Bill Goslau Unit 36	Melissa Trask	Unit 23
Owners	Jack & Karen Reutzler Unit 35	Meredith&Donald Van Dyne	Unit 16
	Marianna Goslau Unit 36	Arnold & Sandra Shevin	Unit 9
	Fritz Trask Unit 23	Hap and June Dobbs	Unit 2
	Brittney Greene Unit 42	Blake Shutler	Unit 28
	Patti and Dale Howell Unit 34	Stephanie Largan	Unit 26
	David Young Unit 39	Sandi & Arnie Shevin	Unit 9
	Mimi Clair Unit 38	Ed Myers & Carl Williams	Unit 40
Others	Bob Utchel	Property Manager	
	Bob Polich	Mountain Systems, Inc.	
	Ed Storako	Excellent Construction	

Vice President John Weisenfels called the meeting to order at 9:12 AM.

**Minutes.** *The minutes from the September 2, 2006 meeting were approved as written (Chisholm/Trask, 4-0).*

**Major Repair and Restoration.** The meeting notice included a mailing to owners regarding a projected cost of \$2.5 million for the restoration that would require a \$60,000 per unit special assessment. The Board has had several meetings with contractors and architects regarding the restoration. The mailing had attempted to clarify that the restoration is not a facelift for appearance purpose only, but a means to correct significant building issues from the original construction and age. Contractor Ed Storako of Excellent Construction had been involved with several building repair projects at the Enclave including the recent correction of roof / wall water intrusion on six units. Ed presented to the owners present a Power Point presentation regarding the building problem areas and corrections. The presentation would be made available to owners unable to attend if possible. There was a lengthy discussion regarding the problems, scope of the restoration, timeframe and financial considerations. Sample of the EFIS stucco and traditional hard coat stucco were provided. The opinions voiced by the owners attending was there appeared to be no choice other than to have the necessary repairs to the building proposed by the restoration done as soon as possible.

**Financial Summary.** Owners had been mailed a financial summary for the 11 months ending in November 2006. Included in the summary were the projected year end 2006 and the 2007 budget. Most expenses were under budget except for building repairs that were \$33,000 over budget. The majority of this cost was the repair to the six units to correct water intrusion at the roof / siding connection. Necessary repairs in the clubhouse bathroom have been completed. The 2007 dues remained the same. The existing reserve fund that would end the year with over \$400,000 remains necessary for future roof replacement that is currently projected in 10 years



and asphalt replacement that would be required in the next few years.

**Financial Review / Audit.** The December mailing to owners included a comparison of the current financial review and tax return done annually and an audit. The audit provides the same reports, but involved a higher level of confirmation. In the past it has been felt that not much added benefit was offered by the audit and the price was substantially more. The scope of an audit was discussed. No owner indicated a preference for an audit. *The Board approved a financial review and tax return per the proposal from Gordon, Hughes and Banks at a cost not to exceed \$4,300. (Chisholm/Goslou,4-0).*

**Managers Report.** Bob Utchel presented a brief managers report. He indicated the focus at this time was on the restoration. He was prepared for roof snow removal this year when necessary to minimize any ice dam problems. All of the rental pool units were in use and demand was high. The clubhouse men's and women's shower areas had been replaced. The men's urinal would be replaced and the area painted.

**Senate Bill 100/89.** The attorney for the Enclave has prepared a proposed Resolution to formally adopt procedures to be in conformity with new Colorado Homeowner Statutes. The Board had reviewed the document provided and found it acceptable subject to a few minor clarifications. *The Board approved a motion to adopt the Resolution pending the completion of the clarifications submitted to the attorney. (Weisefels/Trask,4-0).*

**Board Election.** Four owners volunteered to run for the two available Board positions. Ballots were mailed to all owners with votes accepted by email, fax, mail or delivered to the meeting. A total of 28 units voted and the votes were tabulated in secret by Bob Polich of Mountain Systems. Elected to the Board were Blake Shutler and John Weisenfels.

**2007 Meeting Dates.** The meeting dates set for 2007 were:

Saturday April 7<sup>th</sup>

Saturday July 7<sup>th</sup>

Saturday September 1<sup>st</sup>

Thursday December 29<sup>th</sup> (Annual meeting)

All meetings are in the clubhouse and begin at 9 AM. Special meetings will be scheduled regarding the building restoration. All owners are invited to meetings and encouraged to attend.

The meeting was adjourned at 11:20.