

**LAS VISTAS OWNERS ASSOCIATION  
BOARD MEETING MINUTES  
February 15, 2017 5PM  
Remax Offices, Edwards, Colorado**

**Present:**

**Directors**

Wally Carey  
Brenda Harper  
Ray Robbins  
Sidney Schultz  
Eileen Bradley  
Cynthia Kruse  
Byron Phillips

**Management**

Paul Huntoon – Vail Management Company  
Todd Goulding –Goulding Development Advisors, LLC

**Call to Order**

The meeting was called to order by Brenda Harper.

**Approval of Minutes**

Minutes for last board meeting of January 10, 2016 were unanimously approved with following corrections: Construction Update: correct to read - Ray moved to approve payment of \$54,000 to Kern. Adjournment, change to read - There being no further business, the meeting adjourned at 5:15PM.

Also, in follow-up to heat tape issue discussed at the last meeting. Kern heard about the heat tape which was potentially damaged by his workers, and after inspecting the removed heat tape offered to credit the owner the cost of replacement heat tape. The owner has been notified that this credit will be applied to the unit final invoice.

**Construction Update**

**Owner Warranty Concerns**

Kern has provided the requested letter stating stucco was applied in accordance with specifications of the Sto Corporation. The Board asked this letter and the Sto warranty be posted on the LV web page for all owners to reference.

**Budget/Cost Review**

Todd reported that he has completed the audit of Kern's billing. The audit identified some minor discrepancies and Kern issued a credit in the order of \$6,000 for amounts misbilled. While the audit was ongoing, Kern's payment was withheld on a substantial amount of change order work to protect the HOA interests. Based on the outcome of the review, Todd recommended that the

Board agree to release payment. Ray made a motion to pay Kern \$ 253,890.00. Byron second, all were in favor. There was discussion on project soft costs which are projected to come in significantly lower than originally budgeted. The Board asked that VM check for invoices paid before the project started that should be included in the total soft costs. Ray made a motion that soft cost be divided equally among the 36 owners, Cynthia seconded. All were in favor. Ray further moved that Todd to do a good faith estimate on final soft costs on completion of the project this Spring, including any prepaid soft costs prepaid amounts, and that number to be divided by total units (36). Byron second, all in favor. This will allow the HOA to provide owners of units where work has been completed with a final invoice without waiting for the last building to be finished. The goal will be to issue final invoices to owner's early March with payment due in 60 days after the invoice is sent out. In the event the soft cost amount billed to owners does not cover the final cost, the Board agreed in principal that capital reserves could be used to cover the difference. There was brief discussion on presentation of unit final charges and scope of work information to be provided for owner reference, i.e. Kern's invoices, TAB as-built drawings and photograph which will be accessible through web and drop-box links.

### **Project Spring Startup**

Kern has agreed to hold pricing and complete the final building as soon as the weather allows, as well as complete all outstanding punch work. Retainage on contract payments of 150% of the estimated cost of outstanding punch is being held as a performance guarantee. The Board agreed that Todd issue a "notice to proceed" letter to Kern. Ray motioned and Byron seconded a motion to extend the agreement with Goulding Development Advisors for supervisory services through completion of the final building. Motion carried unanimously.

### **Schultheis Proposal**

There was much discussion regarding the proposal by Patricia Schultheis to be the General Contractor for the remodel on the exterior for units 12-14. Ray made a motion to not allow Ms. Schulties to act as the general contractor, Byron seconded. Motion carried by a vote of 5-1. The Board will draft a brief letter in response to the letter submitted by her legal counsel.

## **Old Business**

### **Maintenance Schedule**

VM presented their scheduled maintenance tasks. This is to be posted on the Web site immediately, to satisfy owner requests at the August Annual meeting. Todd will incorporate these items as part of a new project master schedule.

### **Financials**

The Board reviewed current balance sheet, assessment summary and AR. VM recently issued past-due reminders to all accounts over 30 days. All accounts over 30 days past due are charged 18% annum. This is built into the accounting program. An additional \$25 per quarter is also billed.

### **Landscaping**

Dialogue is ongoing for the development of the second phase of landscaping renovations to start this Spring.

**Other Business****Paint**

There was discussion regarding paint cost and a manufacturer discounted negotiated by Ray at the start the project. Todd will check into whether this discount was applied by the supplier and that the HOA received appropriate credit.

The meeting was adjourned at 6:38PM