



**Sunlight HOA Annual Meeting
June 24, 2020 @ 5pm via Zoom (due to COVID)**

Recording: https://zoom.us/rec/share/4MhIArbV_zJLTInP-GWARY8kL7_cX6a80XdK_fYJnRnqmJ7YMZRamu3qvgQMu5WX

Owners Present:

Lot 1 – Richard Passavant
Lot 4 – Bonnie Glover
Lot 5 – Bari Harlam
Lot 6 – John Augustin
Lot 8 – Carol Johnson
Lot 13 – Derek Grover
Lot 16 – Rick & Mary Johnston
Lot 17 – Todd Pedersen
Lot 19 – Genevieve Kalmes
Lot 20 – Alan Goldich & Liza Masters
Lot 24 – Lindsay & Shaeffer Gast
Lot 30 – Ryan & Wendy Mayo
Lot 33 – Jane Davis
Lot 34 – Jim & Val Beers
Lot 35 – Lori Shaler
Lot 40 – Charis Petty
Lot 41 – Laura & Tim Hinde
Lot 42 – Ryan Bramwell
Lot 43 – Victoria Szlabonyi
Lot 44 – Scott & Lauren Larson
Lot 47 – Karen Selden
Lot 58 – Bert Svendsen
Lot 59 – Tom Fox
Lot 60 – Joe Hoover
Lot 71 – Sean Schimmel & Kate Burleson

Others Present: Andrea Wilhelm, Medora Fralick, Ben Wilhelm (Commercial Property Group)

Consent Agenda & Management Report

The meeting was called to order at 5pm by Andrea Wilhelm with Commercial Property Group. Introductions were made and a quorum was established. There were no changes to the 2019 Annual Meeting Minutes so Andrea moved into an overview of the 2020 Budget, previously approved by the Board but presented to owners for ratification or denial. She explained that the bulk of the Sunlight operating expenses are contained within the Metro District budget and that the HOA budget consists of primarily professional fees – management, insurance, architectural consulting, legal, and tax preparation. The developers previously covered all the annual dues prior to 2020; this is the first year where lot owners will be assessed \$100 per lot. The annual dues invoice will be emailed to owners next week followed by an invitation/activation link to join CPG's homeowner portal called AppFolio. All owners are encouraged to take the time to set up a password

and log in so they can review/edit contact info, pay dues electronically, view all HOA documents, and submit design review plans.

A few owners asked questions about the delineation between the HOA, Metro District and developers. Todd gave a brief overview and suggested that everyone reference the document titled “Sunlight HOA and Metro District Comparison.” In brief, the HOA is responsible for covenant enforcement, recordkeeping, design review, and accounting whereas the Metro District is responsible for the service contracts, common areas, and infrastructure serving Sunlight. Andrea explained that as the number of owners continues to grow and the development stage is shifting, all owners are encouraged to direct their concerns, questions, and issues through CPG to establish more streamlined communication and timely resolution. She also reported that the DRB committee developed a new matrix for DRB submittals that will hopefully clarify three categories of property improvements: those that require full DRB approval, small projects that can be approved more quickly by CPG with a \$100 fee, and minor changes that owners can make without any approval as long as they adhere to Sunlight guidelines. This document will be sent following the annual meeting.

After some brief questions, Derek Grover made a motion to approve the consent agenda and Bari Harlem seconded the motion. There were none opposed; all others were presumed to be in favor.

To conclude the CPG management update, Andrea also provided a report on covenant enforcement efforts in Sunlight which have included all of the following: idle vehicles, storage of items in streetscape and sidewalk, ruts/streetscape damage by contractors, exterior equipment storage, dog waste issues, weed control, sidewalk damage, signage, landscaping completion dates, and parking. CPG does bi-monthly enforcement tours but is not present on a daily basis so feedback on violations is always helpful and will be addressed promptly. The volume of construction and subcontractors can make it difficult pinpoint the responsible party but CPG has a good working relationship with all of the builders and many of these issues should get easier as construction winds down.

Construction Updates

Phase 3: Todd reported that the Phase 3 civil design plans have been approved by the City. The developers applied for the grading and excavating permit 4-6 weeks ago and do not yet have approval but the intent is to complete over lot grading this summer with anticipation of structure development next summer for the remaining 15 lots.

Charis Petty questioned whether water pressure in Sunlight would be further reduced with the addition of Phase 3 homes. Todd and Bert said the City is in final negotiations with a local land owner regarding the installation of a water tank that will serve the majority of west Steamboat and hopefully help mitigate this issue. Alan Goldich reported that Duckels was awarded the contract and may start the project as soon as three weeks.

Slope Mitigation on Sunlight Dr.: This erosion occurred from a combination of factors and the developers are working with the City and various engineers to mitigate the issue; this cost is not being expensed to homeowners. The YVEA trench next to the dog park was not compacted sufficiently at installation which is one reason the hillside eroded after absorbing moisture all season. This is being corrected by moving the location of the lines to areas with a reduced slope angle, which includes a new route through the dog park.

Dog Park: The ponds in the dog park and Indian Trails entrance are for storm water mitigation and will be there permanently. Sufficient grass is still needed before the park can open so that it can sustain trampling from animals without killing off the existing growth. August is currently the target for opening but the disturbed area from the YVEA landslide may still be rubber fenced.

Indian Trails Stoplight: Bert reported that the original budget submitted to the City showed this relocation taking place in 2021 but after calls to the Public Works Department, City engineers are now saying it's been

moved back to 2023. He recommended that homeowners help by expressing their safety concern directly to the Public Works Department. Some homeowners suggested bringing this issue to City Council which would require a number of owners making statements during the 3-minute public comment session. Todd will attempt to help organize this.

Landscaping:

Ben Wilhelm from CPG provided a summary of some of lingering irrigation system challenges (related and billed to warranty and installation) along with the current approach to streetscape growth. CPG is performing a 3-step process of aeration, seeding, and fertilization in 4-6 week cycles. The first cycle was performed at the end of May and the second, this past week. Grass has to be grown first before weeds can be addressed so the streetscape weeds will likely not be sprayed until August. A decision was made with the Metro District to turn off irrigation to lots 22-34 due to the volume of construction which should be completed in the next month. Weeds were sprayed in the common areas about two weeks ago and have also been spot sprayed on the developer lots. All owners are responsible for their own weed control.

A few homeowners with alley driveways inquired about stone pavers across the streetscape leading to their front doors. This improvement is an option for all homeowners, the Guidelines address recommended materials, and the pavers recently installed at the back of the park can be used as examples. Hale's Landscaping is one known local supplier. CPG was asked to investigate bulk pricing/installation and a homeowner survey for those who may want to opt in.

Snow Removal: Todd reported that last winter was challenging due to various issues and a minimal number of contractors willing to bid Sunlight. The timing/scheduling was difficult between needing to plow the alley prior to construction at 4-6am (and sidewalks at the same time), then having the City cover the sidewalks, mailboxes, and corners afterwards with wing plows. The Metro District learned a number of lessons last year so that the approach can hopefully be different this winter in terms of smaller equipment, timing, vendor selection, and more proactive management of berms that formed. Some homeowners asked for further communication regarding the scope of services and contractor selection process; Todd said it would be provided.

Other Comments:

Lauren Larson proposed the addition of shade structure in the park for next year's budget and said it was supported number of different homeowners.

With no further business, the meeting was adjourned at 6:35pm.

Recorded by,

Andrea Wilhelm
Commercial Property Group