

**Windrift Annual Meeting Minutes**  
**December 1, 2021**  
**Virtual Meeting**  
**6 p.m.**

- I. Roll Call – Establish a quorum.** The meeting was called to order with the following Board members in attendance by Zoom: Lori Clark, Eileen Kintner, and Marcia Griffiths. A quorum was not met with those in attendance and the proxies provided so a motion was made to adjourn the meeting. It was seconded and approved unanimously. The meeting was then reconvened at 6:10 pm as allowed by the Bylaws.
- II. Call the Meeting to Order.** There were two proxies, and 11 properties were represented by owners attending the meeting by Zoom.
- III. Review 2020 Annual Meeting Minutes.** Lori reviewed the 2020 approved minutes. There were no questions.
- IV. Completed Projects for 2021.** The following projects were completed in 2021.
  - a. Replaced the roof on Building 3
  - b. Replaced unit 9/10 and 13/14 slumping garage floors
  - c. Replace Unit 11/12 entrance deck.
  - d. Landscaping – sprayed trees, added mulch throughout complex
  - e. Installed new unit numbers on buildings
  - f. Repaired asphalt and crack-sealed and seal coated all roads and driveways
  - g. Trimmed and removed a number of trees
  - h. New Windrift Lane dead end sign and Saddlevue Way speed limit signs
- V. Projects for 2022: Funded Through Annual Operating Budget**
  - a. Unexpected (expected) Fire Sprinkler Repairs
  - b. General Windrift property maintenance
- VI. Projects for 2022: Funded Through Reserve Fund**
  - a. Roof replacement, painting, deck sealing
  - b. 2022 will be the third year of the 5-year Re-roof reserve Fund assessment
- VII. Future Years: Funded Through Reserve Fund**
  - a. Continue to replace cedar siding throughout complex
  - b. One roof replacement per year for the next 3 years
- VIII. New Business**
  - a. Recycling. The board is still looking into installing a recycling dumpster next to the current trash dumpster. They will get a bid to install an asphalt pad and fence. The recycling dumpster pickup is already included in the trash collection

fee paid. There was discussion about replacing the entire enclosure with an easier to maintain fence than the one currently there and about locking the dumpsters somehow. Locking the dumpsters may cause more of a problem because then people will just throw their trash on top or next to the dumpster in frustration about not being able to access it. The HOA will contact the Saddleview Condo Association reminding them not to use the Windrift HOA dumpster.

- b. Mailbox. There was a discussion about installing enough mailboxes to provide one to all 32 Windrift unit owners and the HOA. Currently, the old mailbox has 16 slots. Owners were interested in providing a box for each unit. Locations for the box were discussed. Brenda will work with the post office on this. A simple shelter may be installed over the mailboxes. The board will continue to investigate this project.
- c. Windrift units sold so far this year #2,5,12,31.
- d. Address Signage. There was a long discussion about Windrift address issues. Some owners have no problem receiving mail with the address they are using while others cannot seem to get mail or packages delivered effectively. The problem is that each building has a street address, each unit has a street address and then, in addition, each unit has a number 1 through 32. The Board is working on a way to resolve this issue. The addresses used by Summit County, the Post Office, the Fire Department, the Gas Company, Comcast, etc. all need to be the same.
- e. Quiet hours were discussed. They are currently 10 pm to 7 am Sunday through Thursday and 12 am to 7 am Friday and Saturday. Some owners thought that the midnight start to quiet hours on the weekend was too late. There were complaints about renters not being considerate particularly when walking in and out of the units and inside. The sound from upstairs carries to the downstairs units. The board agreed to try to come up with a cohesive plan to address this issue
- f. There was a discussion about rental units being more impactful on the quality of life and expenses in the Windrift community. One owner disagreed saying renting a unit perhaps ½ the days each year was not as impactful as a fulltime resident. There was discussion and disagreement on this issue. The Board will ask owners that rent their unit nightly to provide the city business license for this use.
- g. The Board is considering amending the HOA's CC&R's and Bylaws that were recorded in 1979 to meet current state law and today's normal HOA operation requirements. A transfer fee will be considered. Currently, the transfer fee is two months of the unit's monthly dues.

## **IX. Old Business- Items for discussion**

- a. Water use/bill down this year because of every third day watering – down from \$44, 564 to \$40,000 per year. Park City Municipal water costs keep going up. Please conserve water! HOA will continue to water landscaping every third day. Because there is only one meter per building, it is hard to pinpoint in which unit water overuse is happening. However, installing individual meters for each unit would be very expensive.

- b. Air conditioning units must be reviewed and approved by the Board. Currently, Mini-split units that operate under 52 dB(A) may be submitted to the board for review. There are two pre-approved units: Fujitsu Ductless Mini-Split Model # AOU24RLXFZH and Mitsubishi MSZ-A12NA & MUZ-A12NA. This information is on the windrifthoa.com website. The AC compressor must be installed on a deck in the owner's limited common area. Bo Pitkin suggested that the conduit and condensate drain lines be covered by installing channels over them or by painting them. The Board will now ask owners to provide details on the location and plan to conceal these various components of any air conditioning systems installed.
- c. Safety concerns: dryer vent inspections and furnace inspections. Owners should get a carbon monoxide detector for their units!
- d. Windows & Doors – Aluminum or Vinyl Windsor Pinnacle Red River Rouge or JeldWen Redwood Red are allowed. This information is on the website windrifthoa.com. Be aware of warranties.

**X. Review Financials.** Brenda Lake gave the report.

- a. The Current Cash Assets report was presented (attached).
- b. Operating Budget – 2020 Profit and Loss, 2021 Anticipated Profit and Loss, and approved 2022 Budget, were presented. There will be no monthly dues increase this year.
- c. Reserve Budget - The 2022 approved Reserve Budget including the Reserve Fund income and expenses was presented. The Reserve Fund contribution currently collected monthly as part of the dues will remain the same. A 5-year reserve assessment to fund the re-roofing of all the buildings will continue through 2024 to collect a total of \$245,000 over the 5-year period to re-roof the 5 Windrift buildings. Building 3 was re-roofed this year. The roofs are reserve components and are to be maintained using reserve funds. The Association has the authority to create and collect a special assessment to fund an adequate reserve.

**XI. Reminders**

- a. Windrift Website – windrifthoa.com
- b. On call service available 24 hours a day – Amigo Property Services, Guillermo, 435-513-2190. This information is on the website and an email reminder will be sent to owners with this information.
- c. Vehicles must be moved every 72 hours to allow snow removal during the winter
- d. Put garbage inside dumpster
- e. Parking – Owners need to provide renter car information
- f. Homeowners required to have 10K personal insurance to cover Master Insurance Policy deductible according to Utah law. Put on website.
- g. Shut off water in your unit when leaving for more than a few days/weeks to prevent little leaks from becoming big problems, disconnect hoses from faucets. Add tips to website.
- h. All units should install pans and drains for washers and hot water heaters.
- i. Renters cannot have dogs, but owners can.

**XII. Member Forum.** Items discussed included:

- a. Electric car charging was discussed. The Board noted that electric car owners would be responsible for installing their own electric charging power station in their garage at their cost.
- b. Lance Anderson discussed the use of a Liquid Rubber Waterproof Sealant/Coating on the lower siding areas to reduce painting costs. He will send more information to the Board on this product.

**XIII. Elect Board Members.** A Zoom poll was taken to elect three board members from the four nominees. Lori Clark, Marcia Griffith, and Eileen Kintner were elected to the board unanimously for one-year terms.

**XIV. Adjournment.** There was a motion to adjourn the meeting. It was seconded and approved unanimously. The meeting was adjourned at 8:30 pm.

MINUTES WERE TAKEN BY BRENDA LAKE.

EILEEN B KINTNER  
PRINTED NAME

12/9/21  
DATE

Eileen B Kintner  
SIGNED NAME