

## **Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, May 16, 2019

### **GENERAL SESSION MINUTES**

Call to Order – 6:01 pm

Verification of quorum

Quorum established by members present: Charles Schell, President, Marian Blaser, Brantley Eason, Joel Moskal

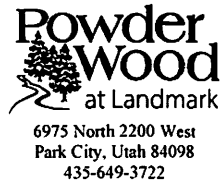
Absent: Maire Rosol, Vice President

Association Member Comments

Meeting Topics

1. Review/approve April 16, 2019 Meeting Minutes and February 21, 2019 Meeting Minutes  
Motion to approve: Marian Blaser  
Second: Joel Moskal  
Unanimous
2. Financials – Update  
Charles Schell reported YTD positive variance of \$10,177.63
3. Operations – Update
  - a. Pool requires new heater
  - b. Carport painting will be done - in house
  - c. Repairing stone wall at pool – in house
  - d. Scraping and re-painting pool fence – in house
  - e. Landscaping clean-up – in house
  - f. Parking lot re-striping to be completed by June or July
  - g. Patio slat replacement and repairs – in house, subject to available funds
4. Unfinished Items / Topics
  - a. CC&R Update  
Initial draft expected in 10-14 days
5. New Items/Topic
  - a. Spa Renovation Update  
waiting for bids for resurfacing
  - b. 2019 Reserve Account proposed projects  
proposed projects are asphalt repair, and fascia and chimney trim painting and some wood replacement on areas being painted, as budget allows.

Adjournment – 6:10 pm



## **Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, April 18, 2019

### **GENERAL SESSION MINUTES**

Call to Order – 6:05 pm

Verification of quorum

Present: Charles Schell, Joel Moskal, Marian Blaser, Maire Rosol

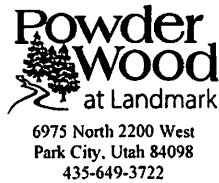
Absent: Brantley Eason

Association Member Comments

Meeting Topics

1. Review/approve February 21, 2019 Meeting Minutes omitted
2. Financials – Update  
YTD Actual vs Budget positive variance of \$8,499.03
3. Operations – Update
  - a. 2019 Annual Fire Safety System Inspection completed. No items noted as needing repairs or replaced.
4. Unfinished Items / Topics
  - a. CC&R Update  
Richards Law engaged for the project
5. New Items/Topic
  - a. New Maintenance Team employees. Two new maintenance team members started April 1, 2019.

Adjournment – 6:26 pm



**Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
 Executive Session immediately following  
 Powder Wood at Landmark Clubhouse  
 Thursday, November 21, 2019

**GENERAL SESSION MINUTES**

Call to Order – 6:08 pm by Chuck Schell, President  
 Verification of quorum – Quorum established  
 Present: Chuck Schell, President; Maire Rosol, Vice-President; Marian Blaser, Member; Joel Moskal, Member; Christine Gannon, Member.

Association Member Comments

Meeting Topics

- 1. Review/approve September 19, 2019 Meeting Minutes  
 Motion: Christine Gannon  
 Second: Marian Blaser  
 Opposed: None

- 2. Financials  
 Operating YTD Actual vs Budget through October 31, 2019

	YTD Actual	YTD Budget	YTD Variance Actual vs Budget
Income	\$764,792.39	\$745,343.36	\$19,449.03 2.6%
Operating Expense	\$677,797.38	\$600,900.00	\$ 76,897.38 -12.8%
Reserve Contribution	\$ 67,500.00	\$ 67,500.00	\$0.00 0%
Net Income	\$ 19,495.01	\$ 76,943.36	\$ 57,448.35

- 3. Reserve Account YTD
  - a. Monthly contribution \$7,500.00  
 Reserve Account balance as of 10/31/2019 \$252,812.47  
 YTD account dividend and interest income \$1,376.42
  - b. Spa Renovation nearly complete. Handrail to be installed

- 4. Accounts Receivable/Delinquency as of October 31, 2019  
 3 accounts are in collection status with Morris Sperry  
 Total current delinquent balance 31+ days \$ 10,301.95

Operations – Update

- a. Winter preparations are in progress. Ice melt buckets will be placed at each stairwell.

5. Unfinished Items / Topics

- a. CC&R Update  
 Board reviewing final draft
- b. Spa Renovation Update  
 Complete
- c. Comcast Agreement  
 Transition Information Meeting December 5<sup>th</sup>, 4-6 pm at the Clubhouse



**6. New Items/Topics**

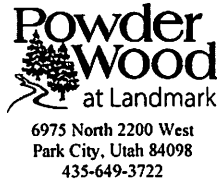
**a. Treadmills – repair or replace**

The treadmills will be evaluated by a fitness equipment technician to determine if they can be repaired or if replacement is warranted.

**b. 2020 Budget**

The 2020 Budget was approved by the Management Committee and notification of 2020 monthly assessment rates were mailed to all owners to address on record with the Association.

**Adjournment – 6:39 pm**



## Powder Wood at Landmark Condominium Association

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, September 19, 2019

### GENERAL SESSION MINUTES

Call to Order 6:09 pm

Verification of quorum

Present: Charles Schell, Marian Blaser, Joel Moskal, Maire Rosol

Association Member Comments

Meeting Topics

1. Review/approve August 22, 2019 Meeting Minutes

Motion: Maire Rosol

Second: Joel Moskal

Any Opposed: Unanimous

2. Financials

Operating TYD vs. Budget through August 31, 2019

	YTD Actual	YTD Budget	YTD Variance Actual vs Budget
Income	\$612,279.30	\$596,274.72	\$16,004.58 2.7%
Operating Expense	\$528,423.60	\$491,520.32	\$36,903.28 7.5%
Reserve Contribution	\$ 60,000.00	\$ 60,000.00	\$0.00 0%
Net Income	\$ 23,855.70	\$ 44,754.40	\$20,898.70 -46.69%

3. Reserve Account YTD

a. Monthly contribution \$7,500.00

Reserve Account balance as of 8/31/2019 \$314,652.80

YTD account dividend and interest income \$1,150.59

b.. 2019 Reserve Account Projects

Spa Renovation started. The contractor is Johansen's Swim Pool Plastering  
15 stair stringers being replaced. Installation complete.

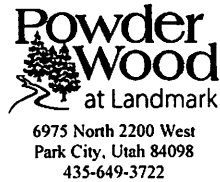
4. Accounts Receivable/Delinquency as of August 31, 2019

3 accounts are in collection status with Morris Sperry

Total delinquent balance 31+ days \$ 358.81

13 Owners with a 61+ days balance \$ 3,072.35

8 Owners with 91+ days balance \$ 17,152.95



## Operations – Update

- a. Patio painting and repairs in process
  - b. New light fixtures on rail fence on intersection of Kilby Road and Powderwood Drive
  - c. Carport structure near 5 Building scheduled to begin September 23, 2019
  - d. Entry door trim on all condos being painted
  - e. Looking into package lockers for laundry area for USPS parcel delivery
  - f. Tree trimming complete
  - g. Guest parking signage to be installed in September
3. Unfinished Items / Topics
- a. CC&R Update
  - b. Spa Renovation Update
  - c. Comcast Agreement
4. New Items/Topic
- a. Ratify approval of proposal for exterior trim painting  
Motion: Joel Moskal  
Second: Maire Rosol  
Opposed: Unanimous
  - b. Ratify approval of proposal to repair carport west of 5 Building  
Motion: Joel Moskal  
Second: Maire Rosol  
Opposed: Unanimous
  - c. Ratify approval of the sale of the Ford F-150 pick-up  
Motion: Joel Moskal  
Second: Maire Rosol  
Opposed: Marian Blaser
  - d. Ratify appointment of Christine Gannon to the Board to fill vacant position  
Motion: Joel Moskal  
Second: Marian Blaser  
Opposed: Chuck Schell
5. Unfinished Items / Topics
- a. CC&R Update  
Board reviewing final draft
  - b. Spa Renovation Update  
Nearing completion
  - c. Comcast Agreement  
Letter from Comcast regarding no penalty fees for current Comcast users when internet bulk service starts  
January 1, 2020 start date

Adjournment: 7:31 pm



**Powder Wood at Landmark Condominium Association**  
 General Session 6:00 pm  
 Executive Session immediately following  
 Powder Wood at Landmark Clubhouse  
 Thursday, July 18, 2019

**GENERAL SESSION MINUTES**

Call to Order 6:05 pm

Verification of quorum: Quorum established with the attendance of Charles Schell, President, Marian Blaser, Member, and Joel Moskal, member. Maire Rosol, Vice-President absent.

**Association Member Comments**

**Meeting Topics**

1. Review/approve June 20, 2019 Meeting Minutes
2. Financials – Update

	YTD Actual	YTD Budget	YTD Variance Actual vs Budget
Income	\$456,492.02	\$447,206.04	\$9,285.98
Operating Expense	\$393,523.39	\$368,640.30	\$24,883.09
Reserve Contribution	\$ 45,000.00	\$ 45,000.00	\$0.00
Net Income	\$ 17,968.63	\$ 33,565.74	-\$15,597.11 primarily due to water, sewer, recycling, insurance expense

Reserve Account balance as of 6/30/2019, \$345,879.81

3. Operations – Update
  - a. Carport trim painting in process
  - b. Scraping and re-painting pool fence – complete
  - c. Landscaping clean-up in process
  - d. Parking lot re-stripping - complete
  - e. Patio slat replacement and repairs – in house, subject to available funds. Slats expected to be delivered in June, looking for new supplier.
  - f. Asphalt repair crack seal rescheduled for last week of July
4. Unfinished Items / Topics
  - a. CC&R Revision/Update  
Initial draft in review by Board
  - b. Reserve account proposed items  
In review by Board
5. New Items/Topic
  - a. Brantley Eason, Board Member  
Brantley sold his condo and is no longer eligible to serve on the Board.

Adjournment 6:44 pm



## **Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, January 17, 2019

### **GENERAL SESSION MINUTES**

Call to Order – 6:13 pm

Verification of quorum – Present: Charles Schell, President, Maire Rosol, Vice-President, Marian Blaser, Member, Brantley Eason, Member Joel Moskal, Member

Association Member Comments

Meeting Topics

1. Review/approve December 13, 2018 Meeting Minutes – Quorum not present, no meeting held
2. Financials – Update  
YTD Actual vs Budget through December 31, 2018  
Income: \$898, 734.01  
Expense: \$731,155.98  
Reserve Contribution: \$89,552.63  
YTD Operating Budget Variance \$78,025.40
3. Operations – Update  
Fitness Center hours 5:30 am – 11 pm  
Camera being installed in Clubhouse to monitor ingress and egress from building.
4. Unfinished Items / Topics
  - a. 2019 Budget  
Motion to use 2018 budget values for 2019 budget – Joel  
Second – Marian Blaser  
Unanimous
5. New Items/Topic
  - a. Rescheduling of 2018 Annual Meeting  
Motion to reschedule 2018 Annual Meeting for March 21, 2019 – Brantley Eason  
Second – Maire Rosol  
Unanimous
  - b. Recycling
  - c. Reinvestment Fee  
Motion to adopt .5% Reinvestment Fee on the sale of all units – Maire Rosol  
Second – Joel Moskal
  - d. CC&R update  
Motion to update Declaration and CC&Rs – Maire Rosol  
Second – Joel Moskal  
Unanimous

Adjournment – 7 pm





**Powder Wood at Landmark Condominium Association**  
 General Session 6:00 pm  
 Executive Session immediately following  
 Powder Wood at Landmark Clubhouse  
 Thursday, February 21, 2019

**GENERAL SESSION MINUTES**

Call to Order – 6:18 pm

Verification of quorum – Present: Charles Schell, Maire Rosol, Joel Moskal  
 Absent: Marian Blaser, Brantley Eason

Association Member Comments

Meeting Topics

1. Review/approve January 17, 2019 Meeting Minutes  
 Motion: Maire Rosol  
 Second: Joel Moskal  
 Unanimous
2. Financials – Update  
 Operating YTD Actual vs Budget through January 31, 2019

	MTD	YTD
Income	\$77,573.34	\$77,573.34
Operating Expense	\$57,455.98	\$57,455.98
Operating Variance \$	\$22,117.36	\$22,117.36
Reserve Contribution	\$7,500.00	\$7,500.00
Net Income	\$14,617.36	\$14,617.36

3. Operations – Update
  - a. Curb-It Recycling assuming recycling service in late February-early March.
  - b. Motion sensor light switches being installed in Clubhouse
  - c. Park City Fire District 2019 Inspection  
 Items noted on the inspection will be addressed.
4. Unfinished Items / Topics
  - a. None
5. New Items/Topic
  - a. Reasonable Accommodation Request  
 Motion: Joel Moskal  
 Second: Maire Rosol  
 Unanimous
  - b. 2019 Park City Fire District Fire Safety System Inspection

Adjournment – 7:05 pm



## **Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, June 20, 2019

### **GENERAL SESSION MINUTES**

Call to Order by Charles Schell, Chairman/President, 6:08 pm

Verification of quorum

Present: Charles Schell, Chairman/President; Maire Rosol, Vice-Chairman/President; Brantley Eason, Member;  
Joel Moskal, Member

Absent: Marian Blaser, Member

Association Member Comments

Meeting Topics

1. Review/approve May 16, 2019 Meeting Minutes  
Motion to approve: Brantley Eason  
Second: Joel Moskal  
Unanimous
2. Financials – Update  
YTD Variance Actual vs Budget -\$9,953.99, primarily caused by snow removal expense.  
4 Owner accounts in collection with the Law Office of Morris Sperry
3. Operations – Update
  - a. New pool heater installed
  - b. Carport trim will be painted in-house
  - c. stone wall at pool repaired
  - d. Parking lot re-stripe scheduled
  - e. patio slat repair/replacement to be done in-house, subject to available funds
  - f. Asphalt repair and crack seal scheduled for last week of June
4. Unfinished Items / Topics
  - a. CC&R Update  
Initial Draft in review by Management Committee/Board
  - b. Spa Renovation Update  
Proposal received, Management Committee to review
  - c. 2019 Reserve proposed projects
5. New Items/Topic
  - a. Pocket gopher treatment to be implemented

Adjournment – 6:56 pm



**Powder Wood at Landmark Condominium Association**

General Session 6:00 pm  
Executive Session immediately following  
Powder Wood at Landmark Clubhouse  
Thursday, August 22, 2019

**GENERAL SESSION MINUTES**

Call to Order 6:07 pm

Verification of quorum

Present: Charles Schell, Maire Rosol, Joel Moskal

Absent: Marian Blaser

Association Member Comments

Meeting Topics

Approve July 18, 2019 Meeting Minutes

Motion: Joel Mosol, Motion to approve the meeting minutes with one change, Maire Rosol was present

Second: Maire Rosol

Any opposed: Unanimous

Financials

Operating YTD Actual vs Budget through July 31, 2019

	YTD Actual	YTD Budget	YTD Variance Actual vs Budget
Income	\$535,415.87	\$521,740.38 4	\$13,675.49
Operating Expense	\$469,629.03	\$430,080.31	\$39,548.72
Reserve Contribution	\$ 52,500.00	\$ 52,000.00	\$0.00
Net Income	\$ 13,286.84	\$ 39,160.07	

Reserve Account YTD

1. Monthly contribution \$7,500.00

Reserve Account balance as of 7/31/2019 \$307,021.77

YTD account dividend and interest income \$1,010.85

2. 2019 Reserve Account Projects

a. Spa Renovation to begin late August. The contractor is Johansen's Swim Pool Plastering.

b. 15 stair stringers being replaced. Installation complete.

Accounts Receivable/Delinquency as of July 31, 2019

1. 2 accounts are in collection status with Morris Sperry
2. Total delinquent balance 31+ days \$ 2,793.44
  - 6 Owners with a 61+ balance \$ 557.33
  - 4 Owners with 91+ day balance \$14,736.72

Operations Update

1. Carport trim painting in process
2. Landscaping clean-up in process



6975 North 2200 West  
Park City, Utah 84098  
435-649-3722

3. Patio slat replacement and repairs – in house, subject to available funds
4. Asphalt repair and crack seal complete
5. Exterior roof and chimney trim painting on all buildings in process

**Unfinished Items**

1. CC&R Revision/Update  
Initial draft review complete, waiting for final draft from law firm. The Board will review one final time prior to the draft being placed on the website.

**New Items/Topic**

1. 2019 Annual Meeting  
CC&Rs state it must be held the second Tuesday in October ( must be the first Tuesday)

Adjournment 6:34 pm