

**SUN VAIL CONDOMINIUM ASSOCIATION
NOTICE OF ANNUAL MEETING AND PROXY**

MEETING DATE: Saturday August 29, 2009
MEETING LOCATION: Vail Public Library Community Room
 292 W. Meadow Drive, Vail, CO 81657
TIME: 2:30PM

NOTE: PLEASE ASSIGN A PROXY FOR THIS MEETING EVEN IF YOU CURRENTLY PLAN TO ATTEND SO THAT A QUORUM WILL BE ASSURED.

Please sign, date and return the proxy to the office of the Sun Vail Association managing agent on or preferably before the last business day prior the date of the Association meeting. The proxy may be returned by mail, in person or by fax. The Sun Vail Association managing agent is: Vistar Real Estate, 635 N. Frontage Road, #1, Vail, CO 81657. Fax: (970) 476-5026

PLEASE CHECK THE APPROPRIATE BOX

	I plan to attend the Sun Vail Condominium Association Meeting of Members (the "Meeting"), August 23, 2008, at 2:30PM, however I wish to assign my proxy as indicated below in the event I am unable to attend.
	I will not be able to attend the Sun Vail Condominium Association Meeting of Members (The "Meeting"), August 29, 2009, at 2:30PM. In my absence, I wish to assign my proxy as indicated below.

**PROXY FOR ANNUAL MEETING OF THE MEMBERS OF THE
SUN VAIL CONDOMINIUM ASSOCIATION, A COLORADO NON-PROFIT CORPORATION**

The undersigned is the owner(s) of a condominium unit(s) subject to the Condominium Declaration for Sun Vail Condominiums and hereby appoints the current President of the Sun Vail Condominium Association, or if not the current President, _____ to be my true and lawful attorney-in-fact and proxy, with full power of substitution and revocation, to attend and represent me at the Meeting to be held August 29, 2009, at 2:30PM, or at any adjournments or postponements thereof; and on my behalf I authorize such proxy to vote on any question, proposition, resolution, or any other matter which may properly come before the Meeting upon which I would be entitled to vote if I were present in person.

By the execution of this proxy, the undersigned hereby revokes any and all proxies heretofore delivered with respect to any foregoing Meeting of the Members of Sun Vail Condominium Association.

**THIS PROXY SHALL BE VOID, AND OF NO FORCE AND EFFECT, IF I PERSONALLY
ATTEND THE MEETING.**

The Condominium Unit(s) represented by this proxy: Unit # _____ Unit # _____

Signature Date

Signature if jointly held Date

**Please sign, date, and return this proxy on or preferably before the last business day prior to the
Date of the Association meeting by mail or Fax to Vistar Real Estate
635 N. Frontage Road, #1, Vail, CO 81657 Fax: (970) 476-5026**

**Sun Vail Condominium Association
Annual Meeting Agenda**

(notice of meeting must be mailed not less than 10 or more than 50 days in advance)

August 29, 2009

2:30PM

Vail Public Library Community Room

(across the street from the ice arena, park in the Lionshead lot or walk over)

292 W. Meadow Drive

Vail, CO 81657

970-476-6223 Vistar Real Estate, Association Manager

AGENDA

Roll Call – Verification of Proxies/Establish Quorum

(30% of membership present in person or by proxy required)

- **Robert's Rules of Order –for speed and courtesy**
- **Motion to open discussion**
- **Second to the motion is required**
- **Discussion on the motion only**
- **Vote on the motion**
- **Only reports by officers, manager, or motions and their votes will appear in the association minutes.**

1) Old Business

i) Approval of annual meeting minutes held 8/23/2008

ii) Presidents Address

2) New Business

i) Management Co. Report – Vistar Real Estate

ii) Property Report

(a) Fire alarm completion A,B,C building

(b) Balcony railings caps completed

(c) Trash enclosures completed

(d) Sidewalk repairs

(e) Staircase carpeting

(f) Patios repaired

(g) Electrical repairs to street signs and trash

(h) Landscaping upgrades

3) Financial Report through June 30, 2008 YTD

i) Balance Sheet

ii) Bank Balances

iii) Reserve Funds

iv) Income Statement

v) Accounts Receivable

4) Budget Presentation for 12 months starting 10/1/09

5) Questions from the Membership on Financials

6) Motion to ratify the Budget for the 12 months starting 10/1/09 already approved by the Board. No change in quarterly dues.

7) Discussion on the Lazier garage purchase

8) Other motions from members to vote upon

9) Motion to elect three Board Members (There are five Board Members with 2 year terms expiring on alternating years) (Board Officer's positions are elected by the Board Members; with one year terms of office following the Annual Meeting.)

Current Board Members:

Kathryn Griesinger– term expires 8/10 (member at large)

Robert Newblatt – term expires 8/10 (current vice president)

Barry Radell – term expires 8/09 (current treasurer)

Bruce Anderson – term expires 8/09 (current president)

Cheryl Miller – term expires 8/09 (current secretary)

11) Motion to Adjourn

Refreshments barbecue and informal discussions poolside at Sun Vail

Enclosures:

(Proxy Form)

(Budget for 2009-10)

(Budget Notes)

Not Enclosed: please go to www.svhomeowners.com to view

(Minutes from 8/23/08)

(Financials from June 2009 YTD)

Sun Vail Condominium Assoc.
c/o Vistar Real Estate, Inc.
635 N. Frontage Road, #3
Vail CO 81657

IN DOLLARS	YTD ACTUAL 10/01/08 TO 06/30/09	YTD BUDGET 10/01/08 TO 06/30/09	YTD VARIANCE	CURRENT BUDGET 10/01/08 TO 09/30/09	PROPOSED BUDGET 10/01/09 TO 09/30/10
INCOME					
INCOME					
5000 Association Dues	314830.87	315000.00	-169.13	420000.00	420000.00
5100 Interest	267.43	900.00	-632.57	1200.00	1200.00
5200 Miscellaneous	3727.93	0.00	3727.93	0.00	0.00
5250 Wireless Revenue	0.00	450.00	-450.00	600.00	0.00
5300 Special Assessment	0.00	0.00	0.00	0.00	0.00
INCOME TOTAL	318826.23	316350.00	2476.23	421800.00	421200.00
GROSS PROFIT (LOSS)	318826.23	316350.00	2476.23	421800.00	421200.00

EXPENSES

EXPENSES

4000 Accounting	400.00	425.00	25.00	425.00	425.00
4050 Bank Fees	262.41	90.00	-172.41	120.00	210.00
4100 Electric-Commons	10902.52	13500.00	2597.48	18000.00	18000.00
4110 Natural Gas	13260.22	19500.00	6239.78	21500.00	18500.00
4120 Cable TV & Internet	22506.55	21600.00	-906.55	28800.00	28800.00
4150 Income Taxes	901.63	0.00	-901.63	0.00	0.00
4200 Insurance	20437.36	20400.00	-37.36	26800.00	26800.00
4250 Landscaping-Commons	4206.47	20500.00	16293.53	44500.00	36000.00
4300 Legal Fees	14297.40	1800.00	-12497.40	2400.00	2400.00
4350 Maintenance-Grounds	26701.79	36000.00	9298.21	48000.00	40000.00
4400 Maintenance-Buildings	20565.67	23400.00	2834.33	31200.00	31200.00
4410 Fire Alarm Systems	11971.68	5400.00	-6571.68	7200.00	12000.00
4420 Building Janitorial	6396.88	10800.00	4403.12	14400.00	12000.00
4430 Maintenance - Pool	26103.42	15750.00	-10353.42	21000.00	26400.00
4450 Management Fees	21002.19	23695.00	2692.81	31765.00	33029.00
4500 Miscellaneous	45.00	0.00	-45.00	0.00	0.00
4550 Office Expense	1183.77	1800.00	616.23	2400.00	2400.00
4560 Onsite Office Concierge	5014.77	4500.00	-514.77	6000.00	6000.00
4570 Pool Open/Close	3120.00	3600.00	480.00	4800.00	4800.00
4600 Snow Shoveling	14574.30	18000.00	3425.70	18000.00	18000.00
4610 Snow Plowing	7520.00	8400.00	880.00	8400.00	8400.00
4650 Trash	6069.72	6300.00	230.28	8400.00	8400.00
4700 Water & Sewer	15016.97	27000.00	11983.03	36000.00	36000.00
4800 Reserve Fund Expenses	103592.03	0.00	-103592.03	0.00	0.00

Sun Vail Condominium Assoc.
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 635 N. Frontage Road, #3
 Vail CO 81657

IN DOLLARS	YTD ACTUAL 10/01/08 TO 06/30/09	YTD BUDGET 10/01/08 TO 06/30/09	YTD VARIANCE	CURRENT BUDGET 10/01/08 TO 09/30/09	PROPOSED BUDGET 10/01/09 TO 09/30/10
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EXPENSES

(Continued)

EXPENSES	TOTAL	356052.75	282460.00	-73592.75	380110.00	369764.00
NET PROFIT (LOSS)		-37226.52	33890.00	-71116.52	41690.00	51436.00

Sun Vail Condominium Association Budget Notes 2009-2010

Association Dues The dues per condo will remain the same for next year with no cost of living increase.

Interest Interest is earned on existing savings accounts and reserves.

Miscellaneous No budgeted income is planned for late fees that are posted to this account. Prior years have seen significant income from late fees that are not anticipated to continue.

Special Assessment No special assessment for special projects is being planned. During last year \$103,592 was spent from reserves to build new trash enclosures, install deck railings caps, and install a new fire alarm system in A,B,C buildings.

Accounting Budget figure includes annual tax return preparation.

Bank Fees Checking account fees or new bank deposit books.

Electric Commons Common exterior lighting, heat in utility rooms. There is no budget increase due to cost savings from energy efficient bulbs.

Natural Gas Gas heats the pool deck, restrooms, swimming pool, and hot tubs. Utility costs were less than anticipated. The budget is being reduced by \$3000.

Cable TV/Wireless The association pays for basic cable service to all units. Comcast raised rates in 2008 so we are not planning for another increase.

Income Taxes HOAs only pay taxes on other sources of income such as interest earnings, not dues.

Insurance The current policy is with State Farm Insurance for the structure of the buildings and hazards, and liability. Each owner is required to carry liability and content insurance for their own unit interiors and furnishings.

Landscaping Labor and material costs for plants and trees and general upkeep of the grounds. Due to Reserve expenses incurred during the past fiscal year we have reduced spending and labor to help balance the budget. The budget for 2010 is also being reduced by \$8500

Legal Fees No significant legal fees are projected. Costs this past year are attributable to the garage purchase negotiations and changes required to Lazier's declaration for the benefit of Sun Vail.

Maintenance Grounds The budget reflects costs to repair sidewalks, fix exterior lighting etc. This account is for repairs and not landscaping. Due to Reserve expenses we held back costs on this line item. The budget for 2010 is also being reduced by \$8000. Sidewalks will continue to be repaired rather than replaced.

Maintenance Buildings This account is for repair to the common elements of the buildings. Balcony railing caps were paid for under the Reserve line item.

Fire Alarm System All five buildings are monitored by a central station alarm. Buildings D & E also have fire sprinkler systems that need to be inspected and repaired on a regular basis by outside contractors. The new fire alarm code requires each building to have two telephone lines for the fire panels. The ten phone lines have caused the variance this year and the budget increase for 2010.

Building Janitorial This account covers expenses for cleaning the stairwell carpets, handrails and windows, restroom cleaning at the pool, sauna, and shower room. Due to Reserve fund expenses we have reduced labor costs to help balance the current budget.

Maintenance Pool There is a contract service with Maximum Comfort to maintain the boiler equipment and chemicals in the spas and pool. Their service is currently 3 times per week and does not include parts or supplies which are additional. During 2009 the added costs were due to 3 new circulation pumps being replaced and replacement of one boiler heat exchanger. Repairs to the pool cover and new spa covers also caused the current variance. Costs in 2010 are budgeted to increase to help eliminate another negative variance.

Management Fees This is the monthly property management fee charged by Vistar to provide accounting and management services. A built in cost of living increase of 4% is adjusted annually in March as part of their contract.

Miscellaneous Nothing budgeted.

Office Expense This budget amount will cover postage costs, printing and stationary supplies for the Association.

Onsite Office Concierge There is a \$500 per month payment to the rental office for use of their lobby for package delivery, information and concierge services to all owners including rental and non-rental owners. SVCA does not pay directly for any salaries, rent, phones, uniforms, wage benefits, utilities or office equipment traditionally anticipated by most associations.

Pool Open/Close VRR is contracted to unlock the pool and spas and close them seven days a week. No fee is charged to open the pool on the weekdays.

Snow Shoveling Fees for hand shoveling vary due to weather. We have had both positive and negative variances during the past two seasons. In 2008 we were over budget by \$6800 due to extreme weather conditions. In 2009 we were under budget.

Snow Plowing Fees for a plowing contractor are normally a flat monthly rate regardless of snow conditions. Loader work to move excess snow is billed hourly depending upon need. Rates are anticipated to remain the same.

Trash The trash dumpsters are located at both entries to the parking lot. Service is currently scheduled for three times per week. Additional pick ups are sometimes needed. We have adjusted the pick up schedules and added recycling container pick ups in the East enclosure. Costs will remain the same.

Water & sewer Each building has a water meter. The pool house also has a meter for the equipment and some of the lawn sprinkler system. We were over budget \$6800 in 2008 due to consumption. In 2009 we are under budget due to lower occupancy levels and a meter refund of \$7200. The budget remains the same.

Reserve Fund The cost to build new trash enclosures was \$71,000 for the two enclosures. The balcony railing caps cost approximately \$18,000 for the new metal caps. The fire alarm panel replacement in A,B,C buildings and the new smoke detectors cost \$81,000 of which \$27,000 was paid during the past fiscal year. These three projects created the \$103,592 in Reserve Fund costs this past year. The cost to paint the buildings of \$53,000 was paid during 2007 and 2008 fiscal years. No budget was included for reserve costs in 2009 so that the variance impacting income and expenses would be easier to understand. There are no planned capital projects for 2010. We have spent \$222,646 in capital projects in the past two years. The Reserve Fund currently has a balance of \$2,561 in the bank as of 6/30/09.

Net Profit (Loss) A budgeted gain of \$41,690 was anticipated in the last fiscal year 2008-09. Due to Reserve Fund expenditures on capital improvement projects we had a negative variance of \$103,592 in Reserve spending causing a net loss overall of \$71,116. The 2010 budget will try to achieve operating cost savings of \$10,000 so that \$51,436 is available to be added back to Reserve funds at the end of 2010. Depending upon actual operating results this addition to Reserves will be adjusted up or down.

Fiscal Year The fiscal year of the Association was changed in 2006 to now end on 9/30 of each year.