

June 4, 2019

Dear Owner:

Attached, please find the minutes from Summit Watch Resort Owners Association, Inc., and Summit Watch Condominium Owners Association, Inc., Management Committee Meetings. The minutes are being distributed to Owners as outlined in Summit Watch Resort Owners Association By-Laws, Article 3. Meetings of the Resort Association, 3.7; and Summit Watch Condominium Owners Association By-Laws, Article 3. Meetings of the Condominium Association, 3.7.

Please also consider opting-in to receive mailings required by the Association's governing documents or applicable law via electronic transmission through an email address. Examples of required mailings may include: notices of meetings, financial statements, budgets and amendments to the governing documents.

In order to receive these items by electronic transmission, Owners must first explicitly provide consent (or "opt-in"). Consent to receive required mailings by electronic transmission is effective unless it is revoked at a later time.

To opt-in, log into your Owner account on MarriottVacationClub.com. Click on "Account", click on "Profile", click on "Register for Online Document Notification". Edit Settings.

As announced in the attached meeting minutes, the Board has established the following meeting dates:

Announcement of Next Meeting Dates

- Board Meeting - September 12, 2019
- Board and Annual Meetings - October 11, 2019

For questions, please contact me by telephone at 435-647-4019 or by email at Wendy.Carney@vacationclub.com.

Sincerely,

Wendy Carney
General Manager
Marriott's Summit Watch

Summit Watch Condominium Owners Association, Inc.

Board of Directors Meeting

May 1, 2019

A regular meeting of Summit Watch Condominium Owners Association Inc., Board of Directors was held on May 1, 2019, at Hyatt Place Park City, 4377 North Highway 224, Park City, Utah 84060.

Present from the Board of Directors were: David Fjeldsted, President; Valiena A. Allison, Vice President; Robert Turner, Treasurer; William Sheeran, Secretary and Michael Jang, Director

Present from Marriott Vacation Club® International, representing the Management Company, were: Wendy Carney, General Manager; Brandon Weilenmann, Director of Finance; Freddy Arellano-Burga, Assistant Controller; Tom McCormack, Regional Director Resort Operations Americas, West; Kenny Richardson, Director of Engineering; Nermin Demopoulos, Vice President, Insurance Risk Management; Chelsey Anderson, Director of Rooms and Whitney Kane, Executive Assistant

Guests present were: Robert Heidt and Wendy Elliott, RSM

CALL TO ORDER

David Fjeldsted, President, called the meeting to order at 12:12 p.m., Mountain time.

Approval to run meetings concurrently

A motion was made by William Sheeran to run Summit Watch Condominium Owners Association, Inc., Board of Directors Meeting concurrently with Summit Watch Resort Owners Association, Inc., Board of Directors Meeting. The motion was seconded by Valiena A. Allison and unanimously carried.

ESTABLISHMENT OF QUORUM

Mr. Fjeldsted announced with all Board Members present, quorum was met.

APPOINTMENT OF RECORDING SECRETARY

Mr. Fjeldsted appointed Whitney Kane to serve as Recording Secretary.

PROOF OF NOTICE OF BOARD MEETING

Notice of Board Meeting was emailed to the Board Members on February 22, 2019, as required by the Association Bylaws.

APPROVAL OF AGENDA

A motion was made by Valiena A. Allison to approve the Agenda as presented. The motion was seconded by William Sheeran and unanimously carried.

APPROVAL OF BOARD OF DIRECTORS MEETING MINUTES

A motion was made by William Sheeran to approve the November 28, 2018 Board of Directors Special Meeting Minutes. The motion was seconded by Michael Jang and unanimously carried.

A motion was made by Valiena A. Allison to approve the November 5, 2018 Board Meeting Minutes. The motion was seconded by Michael Jang and unanimously carried.

A motion was made by Valiena A. Allison to approve the November 5, 2018 Organizational Meeting Minutes. The motion was seconded by Michael Jang and unanimously carried.

2018 AUDITED FINANCIALS

Robert Heidt presented the 2018 Audited Financials.

- In the auditor's opinion, the financials present fairly, in all material respects, the financial position of the Association.

A motion was made by Valiena A. Allison to accept the Summit Watch Condominium Owners Association Inc., 2018 Audited Financials as presented. The motion was seconded by Michael Jang and unanimously carried.

INSURANCE

Nermine Demopoulos presented an overview of insurance coverage for Summit Watch Condominium Owners Association, Inc.

FINANCIAL REPORT

Current Financials

Brandon Weilenmann presented a review of current financials. Highlights included:

- Year-to-date surplus is \$11,025
- Overage in Gas due to increased use of snow melt boilers
- Overage in Landscaping due to timing of expenses payments
- Sundance Film Festival automated parking revenue increased 3% compared to 2018 and increased 41% compared to 2017

2019 Reserves

Kenny Richardson presented an update on 2019 Reserve projects.

- Exterior painting of Buildings 4 and 5 in progress and scheduled to be completed by May 31, 2019
- Replaced all-terrain vehicle
- Replace electrical distribution panel

2020 Reserves

Mr. Weilenmann and Mr. Richardson presented the preliminary 2020 Reserve projects. Highlights included:

- Replace windows in Building 1
- Replace tile in common area stairwells
- Replace metal roof on Building 2

ESTABLISHMENT OF NOMINATING COMMITTEE

A motion was made by Valiena A. Allison to appoint the following Summit Watch Resort Owners Association, Inc., Board Members to serve on the Summit Watch Condominium Owners Association, Inc., Nominating Committee: Ann Hurbanis, Lynn Gilbert and Charles Compton. The motion was seconded by William Sheeran and unanimously carried.

RULES AND REGULATIONS

Mr. Fjeldsted proposed an update to the Rules and Regulations. Highlights included:

- Holistic approach to issues with tenant access to plaza deck and roof
- Incorporate First Amendment to the Rules and Regulations
- Clarify ambiguities and standardize definitions
- Include Sandwich Board Policy
- Address federal and state statutes
- Revise Article IV to include tenants and codify the Enforcement, Remedies and Appeals processes

A motion was made by William Sheeran to approve an amount not to exceed \$1,000 from Summit Watch Condominium Owners Association 2019 Operating Fund to engage Peter Harrison to amend Summit Watch Condominium Owners Association, Inc., Rules and Regulations, and include new signage restrictions on the plaza deck and circle. The motion was seconded by Michael Jang and unanimously carried.

TENANT PARKING

Michael Jang proposed adding yearly parking passes to tenant leases.

RECENT CHANGES TO UTAH CONDOMINIUM OWNERSHIP ACT AND COMMUNITY ASSOCIATION ACT - UT H 454

Mr. Fjeldsted reviewed actions taken; the Board determined no further action is necessary.

VOLUNTEER FORM

Wendy Carney reviewed enhancements to the Volunteer Form. Highlights included:

- Volunteer Form may include up to four (4) customized questions at the discretion of the Board and an additional question for history of ownership usage for up to the last five (5) years
- Board to inform Management Company of decision to include customized questions on Volunteer Form at the October 11, 2019 Board Meeting

ANNOUNCEMENT OF NEXT MEETING DATES

- Board Meeting - September 12, 2019
- Board and Annual Meetings - October 11, 2019

NEW BUSINESS

No new business was discussed.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Valiena A. Allison to adjourn the meeting at 4:17 p.m. The motion was seconded by Robert Turner and unanimously carried.

Submitted by:

Approved by:

Whitney Kane Date
Recording Secretary

David Fjeldsted Date
President

These minutes are subject to approval at the next Board of Directors Meeting

Summit Watch Resort Owners Association, Inc.

Board of Directors Meeting

May 1, 2019

A regular meeting of Summit Watch Resort Owners Association Inc., Board of Directors was held on May 1, 2019, at Hyatt Place Park City, 4377 North Highway 224, Park City, Utah 84060.

Present from the Board of Directors were: Ann Hurbanis, President; Lynn Gilbert, Vice President; Charles Compton, Treasurer; Robert Heagy, Secretary and Robert Crawford, Director

Present from Marriott Vacation Club® International, representing the Management Company, were: Wendy Carney, General Manager; Brandon Weilenmann, Director of Finance; Freddy Arellano-Burga, Assistant Controller; Tom McCormack, Regional Director Resort Operations Americas, West; Kenny Richardson, Director of Engineering; Nermine Demopoulos, Vice President Insurance Risk Management; Chelsey Anderson, Director of Rooms and Whitney Kane, Executive Assistant

Guests present were: Robert Heidt and Wendy Elliott, RSM

CALL TO ORDER

Ann Hurbanis, President, called the meeting to order at 12:12 p.m., Mountain time.

Approval to run meetings concurrently

Ms. Hurbanis announced the Board opted to not seek counsel to hold Summit Watch Resort Owners Association, Inc., meetings concurrently with Summit Watch Condominium Owners Association, Inc., meetings and will hold a concurrent Board Meeting with Summit Watch Condominium Owners Association, Inc.

A motion was made by Robert Crawford to run Summit Watch Resort Owners Association, Inc., Board Meeting concurrently with Summit Watch Condominium Owners Association, Inc., Board Meeting. The motion was seconded by Robert Heagy and unanimously carried.

ESTABLISHMENT OF QUORUM

Ms. Hurbanis announced with all Board Members present, quorum was met.

APPOINTMENT OF RECORDING SECRETARY

Ms. Hurbanis appointed Whitney Kane to serve as Recording Secretary.

PROOF OF NOTICE OF BOARD MEETING

Notice of Board Meeting was emailed to the Board Members on February 22, 2019, as required by the Association Bylaws.

APPROVAL OF AGENDA

A motion was made by Robert Crawford to approve the Agenda as presented. The motion was seconded by Charles Compton and unanimously carried.

APPROVAL OF BOARD OF DIRECTORS MEETING MINUTES

A motion was made by Robert Heagy to approve the November 5, 2018 Board Meeting Minutes. The motion was seconded by Charles Compton and unanimously carried.

A motion was made by Lynn Gilbert to approve the November 5, 2018 Organizational Meeting Minutes. The motion was seconded by Charles Compton and unanimously carried.

2018 AUDITED FINANCIALS

Robert Heidt presented the 2018 Audited Financials.

- In the auditor's opinion, the financials present fairly, in all material respects, the financial position of the Association.

A motion was made by Charles Compton to accept the Summit Watch Resort Owners Association Inc., 2018 Audited Financials as presented. The motion was seconded by Robert Crawford and unanimously carried.

INSURANCE

Nermine Demopoulos presented an overview of insurance coverage for Summit Watch Resort Owners Association, Inc.

OLD BUSINESS

Bronze Weeks

Ms. Hurbanis presented an update on Bronze weeks. Highlights included:

- The draft opinion letter provided by Association counsel, Prince, Yeates & Geldzahler, P.C., was reissued with a modification and approved by Marriott Ownership Resorts, Inc.
- The Association is in the process of registering Bronze weeks with Utah Division of Real Estate; cost is approximately \$10,000-\$18,000
- Title company requires a quitclaim deed to sell Bronze weeks

FINANCIAL REPORT

Current Financials

Brandon Weilenmann presented a review of current financials. Highlights included:

- Front Desk over budget due to higher wages and benefits
- Operating investment interest increased due to higher investment yields
- Marketplace income is higher due to increased pricing and lower cost of sales
- Water usage has decreased 20% from previous years due to leak repairs under the plaza deck
- Monthly sewer rates decreased

Accounts Receivable

Freddy Arellano-Burga reviewed Accounts Receivables. Highlights included:

- As of March 31, 2019, current unpaid maintenance fees are 4%, compared to 4.4% in 2018
- Bronze weeks make up 14% of the total unpaid maintenance fees

2019 Reserves

Kenny Richardson presented an update on 2018 Reserve Projects. Highlights included:

- Replaced grills in Aquacade and common areas
- Emergency Building 1 variable refrigerant flow (VRF) system repairs in the amount of \$3,632
- Emergency spa repairs in the amount of \$2,000

A motion was made by Lynn Gilbert to approve an additional \$5,722 from Summit Watch Resort Owners Association, Inc., 2019 Reserve Fund for emergency Building 1 VRF repairs in the amount of \$3,632 and emergency spa repairs in the amount of \$2,090. The motion was seconded by Robert Heagy and unanimously carried.

2020 Reserves

Mr. Weilenmann and Mr. Richardson presented the preliminary 2020 Reserve Projects. Highlights included:

- Replace cardio fitness equipment
- Villa and corridor refurbishment
- Replace main entrance lobby door

A motion was made by Robert Crawford to approve \$230,420 for Marriott Ownership Resorts, Inc., Refurbishment Service Fees for villa and corridor refurbishment, previously approved by the Board President on April 19, 2018. The motion was seconded by Lynn Gilbert and unanimously carried.

RESORT OPERATIONS REPORT

Chelsey Anderson presented an update on resort operations. Highlights included:

- Overall Guest Satisfaction score is 92.2%

- Resort received the 2018 World Class Resort Award
- Wendy Carney received a 2018 World Class Leader Award
- Recruiting efforts were reviewed

2020-2021 REFURBISHMENT

The Board appointed Ann Hurbanis, Lynn Gilbert and Robert Heagy to serve on the Reserve Committee. The purpose of the committee is to review refurbishment designs on an ongoing basis. A Reserve Committee Meeting will be held on May 24, 2019 to review refurbishment design.

ESTABLISHMENT OF NOMINATING COMMITTEE

A motion was made by Lynn Gilbert to appoint the following Summit Watch Condominium Owners Association, Inc., Board Members to serve on Summit Watch Resort Owners Association, Inc., Nominating Committee: Valiena A. Allison, Robert Turner and David Fjeldsted. The motion was seconded by Charles Compton and unanimously carried.

RECENT CHANGES TO UTAH CONDOMINIUM OWNERSHIP ACT AND COMMUNITY ASSOCIATION ACT - UT H 454

David Fjeldsted reviewed actions taken; the Board determined no further action is necessary.

OPT IN

Ms. Carney reviewed the process for Owners to opt-in in to receive Association communications electronically. Highlights included:

- The number of Owners who opted in increased by 3.21% since January 2019
- 14% of Owners have opted in

VOLUNTEER FORM

Ms. Carney presented enhancements to the Volunteer Form. Highlights included:

- Volunteer Form may include up to four (4) customized questions at the discretion of the Board and an additional question for history of ownership usage for up to the last five (5) years
- Board to inform Management Company of decision to include customized questions on Volunteer Form at the October 11, 2019 Board Meeting

ANNOUNCEMENT OF NEXT MEETING DATES

- Reserve Committee Meeting - May 24, 2019
- Board Meeting - September 12, 2019
- Board and Annual Meetings - October 11, 2019

NEW BUSINESS

No new business was discussed.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Robert Heagy to adjourn the meeting at 4:17 p.m. The motion was seconded by Lynn Gilbert and unanimously carried.

Submitted by:

Approved by:

Whitney Kane Date
Recording Secretary

Ann Hurbanis Date
President

These minutes are subject to approval at the next Board of Directors Meeting

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