

**TIMBERLINE COVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 16, 2020**

I. CALL TO ORDER

The meeting was called to order at 2:08 pm via Zoom videoconference.

Board members attending were Paul Joliat, Tim Kiehl, Ed Chang, Steve Gustafson, and Stacey Gilbert. Representing Summit Resort Group was Katie Kuhn and Kevin Lovett.

A quorum was present.

II. OWNERS FORUM

No owners were in attendance.

III. APPROVE PREVIOUS MEETING MINUTES

Tim moved to approve the minutes of the August 3rd Board Meeting as amended. Stacey seconded and the motion carried.

IV. FINANCIALS

September close financials report \$22,888 in Operating and \$130,152 in the Reserve account.

P&L statements report \$196,188 of actual expenditures vs \$197,949 of budgeted expenses, resulting in a \$1,760 favorable variance year to date.

- Snow removal - \$1,570 under
- Gas - \$2,199 under
- Repair and Maintenance - \$5,515 over due to parking lot light repairs, drywall repairs from dry head testing, railing refinishing, and first preventative maintenance charge from Breck Mech. New line item for the PM will be put on 2021 budget.
- Heating System - \$1,126 under
- Window Cleaning - \$1,995 under due to timing

The Board wanted information regarding the Triangle Electric invoice. Katie will forward the invoice for their review.

Paul F. has refinished a number of the building railings. At the next meeting the Board will discuss which railings to do in the summer of 2021, and whether or not to hire a professional painter.

All reserve transfers in 2020 have been made.

A/R Is good – all units are current. Negative balances are prepaid.

V. MANAGING AGENTS REPORT

Katie Kuhn reported the following:

Completed items

- Saflok repairs
- Railing refinishing
- Air compressor for garage purchased
- Stone repairs
- Spa motor replaced on pump
- Hot tub gate repairs
- Generator serviced and repaired – Katie will confirm with Paul and Prime Diesel regarding the monthly checks.
- Locker room floor was refinished

Pending

- Bike Path Bed Upgrades
- Lock replacement for common areas (some locks received; others were shipped 11/12/20)
- Clean up of storage rooms – Paul has one room left
- Interior hallway paint – Paul J. will select a color and Paul F. will paint.
- Elevator phone needs replaced – on order and will be installed by Peak when it arrives

VI. RATIFY ACTIONS VIA EMAIL

- There were no actions via email since the last meeting.

VII. OLD BUSINESS

- LED Lighting for Common Areas was discussed again. The Board would like more information on how many light fixtures there are to replace, as well as any rebate information available from Xcel Energy. Paul F. will see if the walkway lighting bulbs can be replaced with LED bulbs. Pricing from Triangle Electric is below:
 - \$85 per fixture for journeyman, \$65 for apprentice (labor)Material process were as follows:
 - Garage Lights - \$90/ea
 - Ski Locker Lights - \$170/ea
 - Hallway Lights - \$75/ea
 - Parking Lot Lights - \$437/ea
 - Bollards- \$400/ea
- Etching for the Timberline Cove monument would cost \$325 for “1101” to be added. The Board felt that a standard green traffic sign would be better option. Paul J. will look for a good option for installation location and report back. Katie will investigate if the county or town needs to approve the signage.
- Stacey would like “Unloading Only” and “Handicapped Parking Only” signs for the front parking spaces.

- Breck Mech quoted \$2,872 to replace manifold for the snowmelt system. The Board would like to know if a larger access box can be installed, if the manifold is definitely the source of the leak, and confirm that a pressure test will not help determine the location of the leak.
- The Board would like Paul F. to work on a property manual so that information regarding his duties and knowledge is on file.

VIII. NEW BUSINESS

- Northwest Roofing can clean gutters and downspouts for \$1,000. They do not have an estimate on the cost to clear the lower PVC drains. ACE Sewer and Drain can do lower PVC drains for \$299 for the first hour and \$129 for subsequent hours. They don't have an estimate of time that it would take. The Board would like Ace Sewer to tag the clean out locations.
- Dryer vent cleaning is \$60 per unit. The Board would like a formal bid with a scope of work. If approved, the cleaning will take place in April or May.
- Western States Fire Protection provided a 5-year Internal Testing estimate for \$6,661. Paul moved to approve the proposal, Steve seconded and the motion carried.
- The Board asked what the hot tub temperature should be for winter while the tubs are out of service.
- Leslie and Gus Gustason requested a sign stating the quiet hours be placed near the spas as well as contact information should an issue at Timberline Cove arise. This was tabled and the Board Members will review the current signage and then decide.
- Katie will talk to Paul F. as to whether the flooring in the hall to the spas has been repainted.
- Katie will have A-Peak Asphalt look at the asphalt by the heated sidewalk.
- Katie will inquire with Mountain Pride regarding cleaning the exterior walkways and tile entryways.
- Paul F. will cut down the small aspen touching the gutters on the 3rd floor off the west wing.

IX. NEXT MEETING DATE

The next Board Meeting is scheduled for February 22nd at 3pm.

X. ADJOURNMENT

With no further business, at 3:39 pm the meeting was adjourned.

Approved: _____ 2/22/2021 _____