

**TIMBERLINE COVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 22, 2021**

I. CALL TO ORDER

The meeting was called to order at 3:04 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

Owners in attendance were LouAnn Curran, Barb and Paul Delgrego, Deb Stacy, Javier Del Castillo, Marjorie and Bob Cave, Don Lewis, and Doug Silver.

Items discussed during the owner's forum were raccoons in the attic, trash and recycling issues, and rental concerns.

III. APPROVE PREVIOUS MEETING MINUTES

Steve moved to approve the minutes of the November 16, 2020 Board Meeting as presented. Tim seconded and the motion carried.

IV. FINANCIALS

December close financials report \$9,766 in Operating and \$142,122 in the Reserve account.

P&L statements report \$272,014 of actual expenditures vs \$259,424 of budgeted expenses, resulting in a \$12,590 unfavorable variance year to date.

- Insurance - \$1,163 over
- Water- \$2,030 over
- Cable TV - \$1,175 over
- Gas - \$3,623 under
- Repair and Maintenance - \$12,300 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. The dryer vent cleaning has been moved to Repair and Maintenance from Reserves as requested in November, which is also contributing to the overage. The expense from the clogged unit faucets and shower valves was expensed here as well.
- Electric - \$1,361 under
- Heating System - \$1,626 under
- Grounds - \$2,946 over due to annual landscaping expenses
- Hot tub - \$995 under

All reserve transfers in 2020 have been made.

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

It was noted that there are some expenses that were classified as reserves that would be better suited for the operating account. The operating budget will likely need to be adjusted to absorb some of the larger expenses that were being put into reserves.

V. MANAGING AGENTS REPORT

Katie Kuhn reported the following:

Completed items

- Bike path bed landscaping completed
- Interior hallway floor painted
- Lobby painted
- Annual backflow repair and testing
- Annual fire alarm testing and inspection
- Faucets flushed and clogged shower valve replaced
- Common sewer line cleared
- Air compressor relocated
- HOA storage rooms organized
- Gutter cleaning

Pending

- Lock replacement for common areas – locksmith picked up locks, but the interior mortise assemblies were not compatible with the Timberline Cove doors. The mortises are being sent to our IDN-Acme point of contact and he is personally modifying the mortises so they will work.
- Elevator phone needs replaced – on order and will be installed by Peak when it arrives
- Drain cleaning for gutter downspouts – Ace Sewer recommends this be done in May for best results, and so they can accurately mark the locations

VI. RATIFY ACTIONS VIA EMAIL

- Steve moved to ratify the following action via email. Tim seconded and the motion carried:
 - 2/16/21 Chase Wildlife Proposal (Approved)

VII. OLD BUSINESS

- LED Lighting for Common Areas – The Board approved replacing all hallway lights with LED bulbs (soft white) and replacing the garage lighting using Triangle Electric apprentice labor. Katie will see if there are any rebates for replacing with LED bulbs, and will file the rebate paperwork for the garage lights.
- The Board approved a street sign design and location for easier property identification.

- Breckenridge Mechanical preventative maintenance reports have been received and SRG is waiting on repair estimates. The snowmelt system is losing glycol when it doesn't snow often. Breck Mech can rebuild the manifold and replace the manifold access box with a custom traffic rated irrigation box so it would be easier to access. Breck Mech can also drain fluid and pressure test with air to determine where the leaks are. It would take about 8 hours to do and about \$1,000. This was tabled until the next meeting.

VIII. NEW BUSINESS

- Owners have complained about the cleanliness of the dumpster enclosure. Katie will draft a letter to go to owners reminding them to break down boxes and recycle properly. A sign will be posted in the enclosure and Katie will have WM pick up recycling more frequently during periods of high occupancy.
- Owners have requested that the HOA open the hot tubs. The Board declined this, as there is still liability to the HOA should someone file a lawsuit regarding COVID, especially if all CDC guidelines aren't being followed. There have also been complaints about the noise from the spa jets, and people talking loudly over them. This is due to a design flaw and there is not much that can be done to limit noise with the existing tubs. The Board has formed a "Spa Replacement Committee" consisting of Gus Gustason, Bob and Marjorie Cave, and Paul Joliat. The committee will explore options for a long-term solution. It was noted that the signage on the spa door needs to be updated to match the correct operating hours.
- The elevator doors are scratched, and Peak Elevator can re-clad the doors for \$6,695. Paul J. will explore options for buffing out the scratches and will report back to the Board.
- Mountain Pride can clean the exterior walkways for \$3,511. Katie will get a second bid.
- The Board would like two handicapped parking signs with portable bases placed out front. The expense will be classed to reserves.

IX. NEXT MEETING DATE

The next Board Meeting is scheduled for April 26th at 3pm.

X. ADJOURNMENT

With no further business, at 5:22 pm the meeting was adjourned.

Approved: _____ 4/26/2021 _____