

TIMBERLINE COVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 26, 2021

I. CALL TO ORDER

The meeting was called to order at 3:01 pm via Zoom videoconference.

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

The quorum was present.

II. OWNERS FORUM

Owners in attendance were Barb and Paul Delgrego and Marjorie and Bob Cave.

Items discussed in the owners' forum were as follows:

- Raccoons
 - The Board apologized that Paul and Barb Delgrego had to deal with the raccoons in the attic. They stated they haven't noticed any noises in the past few days, but will let SRG and the Board know if they hear noises again.
- Recycling
 - Recycling was picked up twice per week during high occupancy periods. The Board and owners said that it helped with overflow substantially, and asked that SRG have the pickup schedule increased to twice per week June-September, and December-March. Glass recycling is not available from Waste Management.
 - Owners from 409 said that signs stating the area is under surveillance may be beneficial. The Board does not want to over-do it with signage but will reevaluate if the situation does not improve. It was noted that when the enclosure is rebuilt in the future locking doors would be a great feature to prevent illegal dumping.
- The owners asked what the procedure is for payment of invoices. Katie explained that SRG gets approval from the Board prior to payment for large invoices. SRG will also negotiate invoices before presenting to the Board if they feel the services do not reflect the contracted scope. It was noted that Chase Wildlife has not trapped any raccoons, even though the contract scope included trapping. Katie will negotiate the final amount due with this in mind.

III. APPROVE PREVIOUS MEETING MINUTES

Tim moved to approve the minutes of the February 22, 2021 Board Meeting as presented. Steve seconded and the motion carried.

IV. FINANCIALS

March 2021 close financials report \$3,406 in Operating and \$158,242 in the Reserve account. It was noted that the Operating account balance was lower due to closing 2020 \$12,590 over budget.

P&L statements report \$76,896 of actual expenditures vs \$72,979 of budgeted expenses, resulting in a \$3,917 unfavorable variance year to date. Major areas of variance are below.

- Gas - \$5,305 over due to February billing. Timberline Cove has a contract with Tiger Gas at \$2.60 per dkth for 75% of previous usage. All gas providers have charged extra due to the freezing temperatures in Texas, and the current locked in rate is much lower than what is currently being offered. If the rates decrease, SRG will let the Board know so a new contract could be renegotiated.
- Security/Fire System - \$1,067 under

All reserve transfers in 2021 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

- Elevator phone replaced
- 5-year witness test on elevator done
- One-way doors installed for raccoons
- Tax returns filed
- Insurance policy renewed
- Leaking sprinkler head replaced in unit 205
- Garage door repairs

Pending

- Lock replacement for common areas – Paul has locks and is modifying them to work with our doors.
- Signs
- Handicap, dumpster enclosure, and address signs – All are ready to be installed, Paul will do this ASAP.
- LED lighting installation in garage. Triangle Electric has been out and ordered the lights, they will be installing when they arrive. Katie will file the rebate with Xcel once done.
- Drain cover installation – Paul has it and it is on his list to install.
- Drain cleaning for gutter downspouts – Ace Sewer recommends this be done in May for best results, and so they can accurately mark the locations. Paul Fretz will be present when done.

VI. RATIFY ACTIONS VIA EMAIL

- Paul moved to ratify the following action via email. Stacey seconded and the motion carried:
 - 3/25/21 Insurance Renewal (Approved)
 - 3/30/2021 Tax Returns (Approved)

VII. OLD BUSINESS

- Breckenridge Mechanical Preventative Maintenance
 - Snowmelt system – losing glycol when it doesn't snow often
 - Breck Mech can drain fluid and pressure test with air to determine where the leaks are. It would be about 8 hours to do for about \$1,000.
 - Header gaskets can be replaced for \$1,123
 - The Board asked SRG to get pricing for all necessary work to be done at once, to include manifold replacement, a larger access box for the manifolds, the pressure testing, and header gasket replacement.
- Exterior walkway cleaning bids from Mountain Pride and Exclusive Cleaning were reviewed. The Board decided to table this.
- SRG presented one bid for the attic clean up after the raccoons have been eradicated. A bid from Chase Wildlife is also expected to come in. The Board asked for more proposals, possibly from a restoration company or local construction company. It was noted that Bio-One, the company who provided the presented bid, should have their references checked as their mailing address is to a UPS PO Box.

VIII. NEW BUSINESS

- Katie mentioned that the Board should consider installing shut offs in every unit due to water shut offs causing damage to fixtures in units. Another possibility would be to install shut offs on each riser, to help minimize potential damages from water shut offs.
- Tree spraying for \$1,680 was approved.
- There is \$40,000 in the capital plan in 2021 for converting the current dry system to a nitrogen system to help slow corrosion in the pipes. WSFP is working on an estimate and SRG will get other bids.
- Katie will put the Timberline Cove plans on the website and password protect them.
- The Board would like to ask owners if they would be in favor of restricting short term rentals. Other topics on the survey will include hot tub issues and garage usage as well.
- SRG will confirm that window and dryer vent cleaning is scheduled. The Board would like to know the process for cleaning the dryer vents.
- SRG will order four high quality luggage cart wheels and have installed.
- SRG is compiling a property manual with information from Paul Fretz.

IX. NEXT MEETING DATE

The next Board Meeting is scheduled for June 24^h at 3pm.

X. ADJOURNMENT

With no further business, at 4:54 pm the meeting was adjourned.

Approved 6-24-21