

**TIMBERLINE COVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 2nd, 2020**

I. CALL TO ORDER

The meeting was called to order at 11:47 am via Zoom videoconference.

Board members attending were Paul Joliat, Tim Kiehl, Ed Chang, Steve Gustafson, and Stacey Gilbert. Representing Summit Resort Group in person was Kevin Carson.

A quorum was present.

II. OWNERS FORUM

No owners were in attendance.

III. APPROVE PREVIOUS MEETING MINUTES

Steve moved to approve the minutes of the February 10th Board Meeting. Paul seconded and the motion carried.

IV. FINANCIALS

Kevin Carson reported on the financials as follows:

March 20220 close financials report \$18,107 in Operating and \$92,634 in the Reserve account.

P&L statements report \$69,470 of actual expenditures vs \$70,315 of budgeted expenses, resulting in an \$845 favorable variance year to date.

- Security and Fire - \$1,004 under
- Repair and Maintenance - \$1,515 over

All reserve transfers in 2020 have been made

A/R is good. Negatives are prepaid.

V. MANAGING AGENTS REPORT

Kevin Carson reported the following:

Completed items

- 201 fire sprinkler repairs
- Dry head testing – heads tested normal
- Leak into garage from unit 210
 - All filters have been replaced, including mesh screens on unit fixtures.
 - The Board decided to replace filters on the system quarterly.

Pending

- Dumpster Enclosure
 - Mark Kinghorn is working on the dumpster enclosure and plans to have it completed next week.
- Pidgeon Exclusion
 - Chase Wildlife is still having staffing issues due to Covid-19 and have not been able to complete the requested service. Kevin will look for another contractor who can submit a bid.

VI. RATIFY ACTIONS VIA EMAIL

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

VII. OLD BUSINESS

- Paul moved to accept the Breckenridge Mechanical Preventative Maintenance Agreement with the caveat that Kevin Carson try to negotiate the rate down first. Kevin will follow up with the Board. Stacey seconded and the motion carried.
- Common area security was discussed.
 - SRG looked into the possibility of installing additional Saflok devices to secure the common areas.
 - Exit Devices for double doors - \$517 each
 - Regular Lock for two additional common area doors - \$374 each
 - Installation - \$130 each
 - Total cost of \$3,336 to secure lobby with locks compatible with current Saflok system.
 - Hot tub gate locks
 - The locks currently function, but there are physical issues with the gates that will require some welding to make them properly function. Kevin will get pricing on the welding work.
- Sheri is working with Greenscapes on 2020 landscape plans for weekly flower bed weeding and front entry improvements.
- The Board would like SRG to get pricing to etch the street address into the Timberline Cove monument.
- The fencing along the lakeside of the property needs repairs. SRG will reach out to Denver Water Board to see if it is their responsibility.
- JCI Dry Head Test Results and Report
 - We have finally received the results from JCI. All heads tested passed! Testing is good
- Owner volunteer clean-up day is scheduled for July 10th from 8am – noon, followed by a BBQ. SRG will send an email to all owners.
- Paul would like to send include a House Rules reminder, that the hot tubs will remain closed, and that the HOA has stepped up cleaning efforts, and facemasks in common areas is required.
- There are energy rebates available if lighting is replaced with LED lights. Kevin has requested estimates.
- Hot tub opening was discussed. Tim would like to limit energy costs for keeping the hot tubs closed. SRG has lowered the water temperature but water should remain in circulation. Signage regarding the closure will be posted, the lock disabled, and owners will be notified of the closure. Tim moved to keep the hot tubs closed until information is received that it is safe to open. Paul seconded and the motion carried. A “Masks Required” sign will be posted at every elevator access point.

VIII. NEW BUSINESS

- The garage door is loud and needs repair. Kevin has coordinated with Mountain Access Garage for routine maintenance.
- The Board would like to review the capital plan in a meeting on July 27th at 2pm. SRG will talk with Breck Mech to get pricing and estimated useful life for the mechanical components.
- The generator is no longer functioning. SRG will ask Prime Diesel to come out and see what is wrong. Past repairs should be warrantied. When operational, the generator was running weekly and the Board would like it moved to monthly. Katie said the controller does not allow for this but Prime Diesel was looking into this.
- There are some clogged gutters which run into the handicapped ramp and caused it to flood into the lobby during a rainstorm. The ramp drain frequently clogs and Paul cleans it often. Kevin will get pricing to clean the gutters and add a guard to prevent things from entering the gutter.
- Stonework was completed last year; Kevin C will do a walk through and see if any additional areas need repair.
- The snowmelt system has frequent issues, and it is believed the manifold is leaking. Replacing the manifolds would be a good starting point for repair. Kevin will get an estimate from Beck Mech to replace the manifold and bring closer to surface after signing the maintenance agreement.
- Industrial shelving for maintenance storage areas was discussed. Kevin will work with Paul on this.
- The Board would like a property manual put together so that transition between staff and board members is made easier.
- There is a piece of metal landscape edging is sticking up out of the grass which needs to be removed/replaced.
- Unit 205 rear deck stone work
 - During the walkthrough it was noted that the deck at unit 205 needs some concrete repairs. SRG will reach out for bids.
- The Hallway leading to the pool needs the floor recoated. Paul will take care of this while the hot tubs remain closed.
- Sediment Issues in Domestic Hot Water
 - We have not had any reports of clogged faucets in the last two weeks.
 - All Phases recommending hot water replacement
 - Breck Mech has experience with this issue and would be able to evaluate the system for improvements or repairs. of an insurance policy for the boilers. SRG checked with our current policy, and breakdown coverage is already included.
 - SRG had entered units at Board direction to replace clogged water filters with a plumber. Stacey asked to be notified prior to entry into any units, even in cases of emergency. It was noted that the Declarations provide a maintenance easement for the HOA and their agents.

IX. NEXT MEETING DATE

The next meeting date is August 3rd at 2pm.

X. ADJOURNMENT

With no further business, at 1:20 pm the meeting was adjourned.

Approved: _____ 8/03/2020 _____