

Timberline Cove
Board of Directors Meeting
10/27/25 2:00PM MT
Zoom Link: [Timberline Cove Board Meeting](#)

1. **Call to order:** The Timberline Cove Board of Directors Meeting was called to order at 2:01PM
2. **Introduction of those present and determination of quorum:**
 - a. **Timberline Cove Board Members Present:** Paul Joliat, Tim Kiehl, Steve Gustafson, Art Smithson
 - b. **Timberline Cove Ownership Present:**
 - c. **Summit Resort Group Members Present:** Noah Orth
3. **Regular Business:**
 - a. **Financials - Timberline Cove September 2025 (Full Set)**
 - i. [Timberline Cove September 2025 Balance Statement](#)
 - ii. [Timberline Cove September 2025 Bank Statements](#)
 - iii. The TLC September 2025 balance statement reports the following accounts
 - i. Alpine Operating: \$57,310.15
 - ii. Alpine Reserves: \$165,741.76
 - iii. Edward Jones CD:\$399,000.00
 - iv. Edward Jones Cash / Mutual Funds \$3,983.73
 - v. Total Checkings and Savings: \$626,035.64
 - iv. [Timberline Cove Profit / Loss Budget Statement September 2025](#)
 1. **The Timberline Cove September 2025 Profit and Loss statement reports:**
 - a. A total of \$258,829.39 of actual expenditures vs \$282,245.00 of budgeted expenditures resulting in a budget surplus of \$23,415.61
 2. **Major areas of significant budget over expense variance include:**
 - a. Contingency - \$4,900
 - i. Annual Budget - 5,000
 3. **Major areas of significant budget surplus (\$500) variance include:**
 - a. Legal & Accounting - \$7,118.86 (audit not yet completed)
 - b. Cable TV - \$593.43
 - c. Trash Removal - \$1,804.71
 - d. Snow Removal - \$808.50
 - e. Gas - \$10,712.26
 - f. Common Electric Utility - \$2,249.21
 - g. Repair and Maintenance - \$1,429.87
 - h. Hot Tub - \$1,719.01

4. [Timberline Cove September 2025 Accounts Receivable](#)
 - a. All dues current
 5. [Timberline Cove General Ledger YTD Through October 20th, 2025](#)
 - a. Board Review / Reclassifications
 6. **Financial Notables:**
 - a. All reserve transfers of \$9,302.00 have been made through September 2025
 7. **Board Discussion:**
 - a. Tim Kiehl made a few financial notes
 - i. Operating balance statement reads \$57,310.15 and the bank statement reads \$69,096.57
 1. Noah to inquire and get back to the board
 - ii. Tim Kiehl inquired the following general ledger account 670
 1. Kings III, Allied Security and Gas metering dollar amounts
 - a. Noah indicated that those line items are for monitoring services for the association. Kings III monitors the elevator, Allied Security monitors the fire panel and wired in unit alarms and Comcast figure is for gas meter monitoring
 - i. Paul Joliat confirmed and indicated that it would have been nice to have one company monitor all 3 services however not possible unfortunately.
8. **Motion to approve September 2025 financials as presented**
 - a. **Steve Gustafson made a motion to approve the September 2025 financials as presented, Paul Joliat and Tim Kiehl seconded the motion. Motion passed with no dissent.**

v. **Old Business**

1. **Edward Jones CD Decisions**

- a. Maturing today, October 27th 2025 \$110,000.00 (currently @ 4.3%)
 - i. Current CD rates:

3-month	3.95%
6-month	3.80%
9-month	3.70%
1-year	3.65%
18-month	3.50%
2-year	3.65%

Board Discussion: The board discussed rates and believed that the association would not need the \$110,000.00 and were in favor of reinvesting the amount. Tim commented that he believed the money market rates would go down again and would lean towards going with a CD.

The board discussed if there was a certain timeline as to when the money might be needed and determined that funds would not be needed over the winter months however maybe needed next spring thus a 6 month CD would be best

Art Smithson made a motion to reinvest the \$110,000.00 in a 6 month CD. Tim Kiehl seconded the motion, motion passed with no dissent.

2. Jim Hinkle Financial Audit Update

- a. [10/22/2025 Updated Report](#)
- b. We voted on 01/27/25 to proceed with audit for \$5,750.00

3. Board Discussion:

- a. Paul Joliat indicated that with the first revisions made the audit is much easier to follow however due to the amount of time and lack of detail that the association would look for another company to complete future audits.
- b. The board reviewed and discussed the presented audit with some further follow up questions.
 - i. Noah will reach out to Jim Hinkle for answers to the board's follow up questions.

4. Deck Railings

- a. Board discussion of full restoration or composite material replacement.
- b. Board Discussion:**
 - i. The Board indicated that replacing all railing caps with a composite material would be a very high dollar amount when the current railing caps are good but need attention.
 - ii. The board discussed that the most recent touch up and railing refinishing only 2 or 3 railings were fully restored and are interested to see how they last in the elements
 - iii. The board discussed that instead of doing partial touch ups between the metal railings and railing caps, it would be more beneficial to budget for complete restoration and monitor which decks were completed and when to get a better determination of protection for budgeting purposes.
 - iv. Paul Joliat indicted DR Custom proposal for "Full strip / sand - stain and clear coat (2 coats) is \$\$225.00 / unit
 - v. Units completed in 2025: 205,301, 302

- vi. The board agreed to continue to move forward with full restoration and protection regarding the railing caps
 - 1. Art Smithson indicated that some deck railings may need to be completed more often as his railing was being dripped on from the deck above as they were not offset enough.
 - 2. The board agreed to revisit with DR Custom costs for future full restoration of metal and railing caps and not to proceed forward with cost estimates regarding composite railing materials.

5. Association Lock Replacement

- a. General discussion, rationale. \$1,503.00 per door.
- b. [Option 1 Ski Lockers W/O WiFi](#)
- c. [Option 2 Ski Lockers W / WiFi](#)
- d. **Board Discussion:**
 - i. Paul Joliat opened discussion with the board as to a summary reason for looking into lock replacement.
 - 1. Noah indicated that the current lock Saflok system is outdated and that parts were failing on entrance doors locks in which parts are not readily available. Noah indicated that when they received a call out from an owner and or owner's guest there is a hand held unit that needs to be programmed and brought over and plugged into the lock to gain access in which sometimes worked and sometimes did not work. The software is out of date and updates are no longer available in which it was indicated that SRG was having both hardware and computer software issues.
 - 2. The Board discussed after receiving the proposals that the numbers were much more than expected and inquired if there was a cheaper option.
 - a. Noah indicated that he would go back to SRG's local locksmith to review the proposal to review and report to the board where the significant costs are within the proposal for understanding.

6. Generator Annual Inspection & Repairs

- a. Prime Diesel Inspection and Updates Completed
 - i. [Inspection Report](#)
 - ii. [Repairs update approved proposal](#)

iii. Scheduled monthly testing (day/time?)

iv. **Board Discussion:**

1. Noah commented that the generator inspection and proposed repairs were completed by Prime Diesel. The generator runs on a biweekly auto test run which is scheduled to self test on Wednesdays at 12:00PM and will run for about forty to fifty minutes. A monthly auto test was not an option within the generator model.

7. Roof Inspection & Repairs

a. Ked Marting Roofing Repairs Completed

i. [Approved Proposal](#)

1. Paul Joliat inquired if anyone from SRG was onsite with the roofing company was out making repairs?
 - a. Noah indicated that Ked contacted him indicating when repairs would be made in which he met with Ked onsite to discuss problem areas. Noah indicated that the flat roof section was also confirmed to be caulked.

8. Hot Tub Resurfacing

a. Bid Summary Spreadsheet Review

b. [Hanavan Resurfacing & Noise Proposal](#)

- i. Recommendation is that they should be done together. However, Hanavan will not be responsible for any resulting damage associated with our snowmelt system.

c. **Board Discussion**

- i. Noah commented that he followed up with Hanavan Pool and Spa regarding resurfacing and plumbing at the same time or separate.
 1. Board members commented that the building's north side is affected by the pump's noise and would be good to be able to quiet them down.
 2. The second proposal from Maximum Comfort for this work to be completed was significantly higher.
 3. The board was in agreement that they did not want to disturb the snowmelt system
 4. Paul Joliat was in favor of having resurfacing completed however was fearful of a timeframe to

complete as ski season and unit high occupancy is upon us.

- a. Noah will follow up with Hanavan to receive project start and finish dates for the board to determine if resurfacing would be completed.

b.

9. South East Corner Landscaping Project

a. Retaining Wall Proposals

- i. Noah commented that landscapers have been extremely busy however has met with Greenscapes as well Bobbycat Landscaping now that the landscaping season has slowed to view the project to provide a formal proposal for the board to review.

10. Empire Works Vertical Column Project

a. Landscaping / Recreation Path Damage

- i. Met with Manuel Valverde of EmpireWorks on 10/21/2025 to go over in person landscaping and recreation path damage.

b. Column work completed

- i. Invoice review / payment date
- ii. Recommended retention until repairs completed

c. Board Discussion:

- i. Noah met with Manny of EmpireWorks regarding the damage to the landscaping as well as the recreation path from the lift that was utilized. Manny indicated that he was going to review photos that were taken prior to the project to determine what responsibility EmpireWorks has and would follow up with a plan for repair.
- ii. The board was in agreement to pay the \$11,936.44 invoice presented however hold the remaining amount until the landscaping and rec path damage repairs were determined. Total contracted project amount was \$17,875.14

11. Snowmelt System Update

- a. Leak identified by American Leak Detection at new header installed in 2024 repaired by PSI.
- b. 3 - 55 Gallon drums of Propylene Glycol purchased at \$895.00 each; 50/50 split between PSI/TLC
- c. System is up and running; 11/5/25 followup glycol pressure inspection
- d. **Board Discussion**

- i. Noah indicated that PSI would cover the cost of repair and credit the association for the split cost of the glycol.

12. Dry Fire Suppression System Review

- a. Current air compressor run time is approximately 3 minutes per hour.
- b. Element Fire & Sprinkler Service
 - i. [Pipe Only](#)
 - ii. [Pipe and Head](#)
 - 1. Indicated they would deduct \$3,000 but not \$6,000 from the proposal (**please clarify**)
 - a. Noah clarified the board's request to inquire with the Element if they would credit the \$6,000 annual inspection cost towards the dry system replacement project as during the Board and Element Zoom meeting discussion the cost seemed high. Noah commented that Element stated they would deduct \$3,000 from the project.
- c. Phoenix Fire Suppression
 - i. Drawings provided
 - 1. \$600 to complete site inspection
- d. Pye Barker
 - i. Drawings provided
- e. Cintas
 - i. No response
- f. **Board Discussion:**
 - i. Board discussion was around that in 2024 a significant amount of money was spent repairing leaks within the attic however in 2025 the association has not spent any money on the dry system. The board discussed continuing to monitor the compressor and any significant changes to the compressor to report it as that may be an indication of an air leak in the system.
 - 1. Paul commented that with winter and colder weather coming there may be some expansion and contraction which may show leaks so monitoring the run times of the compressor would be best case. Paul indicated that this upcoming winter will tell the story if further action will be needed.

- a. Noah indicated that he would speak to Mike to monitor the compressor for frequent run times

13. Dumpster Enclosure Update

- a. Bid Summary Spreadsheet Review
- b. Decision pending Mountain Meadows annual meeting in December.
- c. **Board Discussion:**
 - i. Several proposals have been provided to the board for gate replacement and within shared cost with Mountain Meadows the board president of MM indicated that it had to be discussed with the ownership at their annual homeowners meeting to approve which would occur during December.
 - 1. Paul Joliat commented that he had recommended J&G Builders. \$17,362 would be the total project cost. The split cost percentage would be 55% TLC and 45% would be associated with MM.
 - a. We would look for this to be a spring project

14. Consider IT Done Vent Cleaning

- a. Completed - \$3,000
 - i. [Follow up Report Booster Fans](#)
- b. **Board Discussion**
 - i. Units 205,303 and 409 power vents
 - ii. Noah spoke with the board regarding CID finding regarding the installed power vents in that CID belief was that the system was overbuilt and was not needed as vents were being cleaned consistently. It was stated that with the installed the strapping may be the cause of the loud vibration noises and suggested turning them off.
 - 1. Paul indicated that his concern with turning off the fan is that lint would gather in the fan blade causing it to back up.
 - a. Art indicated that when he spoke with the contractor that the contractor indicated removing it all together to prevent that from happening.
 - b. The board agreed to utilize Art Smithson's unit 205 as a test in enlarging the access, pulling the fan out, see if it needs to be repaired or replaced and installed properly and do it correctly to see if that solves the issue to

proceed forward with other units to correct the noise. Total cost \$595

15. Window Cleaning

a. Initial & follow up service completed

b. Board Discussion:

- i. The board was in agreement that in coordinating window cleaning around exterior projects was missed and will consider types of exterior projects that may affect the window cleaning for future.

16. Website Reorganization

a. Continued Discussion

b. Board Discussion

- i. Tim Kiehl commented that in speaking with the board of the presentation he had put together regarding the website and reorganization. Tim commented that each time the board was together to discuss board members were missing in which we wanted the entire board to be present for decision.
- ii. Clean Up
 1. Single entrance password
 2. Format will stay the same
 3. Condense aging documents
 4. Create a subsite for historical records to be placed for the board to review
 - a. Boards consensus was to revisit in January 2026 meeting

17. Front Entrance Door Weather Stripping

a. A Brush weather stripping was provided to SRG by Vortex Doors to install and SRG service team completed touch up painting which is an exact match.

18. Magnetic door stop

a. Noah is looking into a magnetic door stop in which a none-electron was installed; however it did not hold the weight of the door.

- i. The board approved a replacement door stop to be installed

19. Unit 308 Remodel Request and flooring soundproofing

a. The board approved unit 308 remodel request and the owner has started the remodel process.

- i. The board discussed putting in place sound proof barrier guidelines within flooring replacement for the ownership to follow.

20. Unit 208 Gurgling Noise

- a. The owner of unit 208 had Ace Sewer and Drain out to complete a jetting and nothing was found. Gurgling could mean partial blockage in which Noah indicated through working with other associations that Ace Sewer and Drain would jet from each unit's sink to the main and then jet the main lines to see if there was blockage. The owner was concerned with sound as well to prevent possible future problems.
 - i. The board indicated to continue to keep an eye on any further issues regarding plumbing and noises that are reported

vi. New Business

1. Election of Officers

- a. President - Paul Joliat
- b. Vice President - Tim Kiehl
- c. Secretary - Barb DelGrego
- d. Treasurer - Art Smithson
- e. Director - Steve G
 - i. **The Board was in unanimous decision regarding the appointed roles and responsibilities above**

2. Potential New Board Members - Discussion

- a. Paul Joliat indicated that he had several discussions with a few owners regarding new members to sit on the board. The board would continue to speak with owners of the association regarding interest around participating on the board.

3. Board Meeting Dates - Proposed - 2:00 PM MT

- a. January 26th (Monday)
- b. April 27th (Monday)
- c. July 27th (Monday - Budget Discussion)
- d. August 31st (Monday - Budget Discussion/Approval)
- e. September 21st (Monday - Finalize Annual Meeting Packet)
- f. October 22nd 5:30PM (Annual HOA Meeting)
- g. November 16th (Monday)

4. Holiday Lights

- a. Installation date: First week of November
 - i. Noah indicated that Mike tested the tree lights and they were working and Mike was working on the entrance archway lights this upcoming week

5. Handicapped Repair Ramp Proposals

- a. [Rockies Builders](#)

- b. [Montauc Inc](#)
 - i. [Photos](#)
 - c. **Board Discussion:**
 - i. Paul Joliat commented that Rockies Builders wanted to remove the square and repour where Montauk wanted to build up the area.
 - 1. The board was in agreement not to go with a cutting approach due to the snowmelt system.
 - 2. **The Board was all in favor of having Montauk Inc completing the resurfacing to the ADA handicapped ramp.**
- 6. [Northwest Colorado Council of Governments \(NWCCOG\)](#)
 - a. 5 year in person test
 - i. Scheduled for November 2025
 - ii. Noah commented that NorthWest Colorado Council of Governments would be onsite to complete their inspection the TK as well complete a power failure test of proper operation of the generator
- vii. **Beautification Sub Committee Update**
 - 1. Nothing to bring to attention at this time
- viii. [Association Open Action Tracker](#)
 - 1. Tim Kiehl inquired about viewing access
 - a. Noah indicated the he would send the link to the board for viewing
- ix. **Miscellaneous Discussion**
 - 1. Tim Kiehl inquired if there was any follow up feedback from the ownership regarding the annual home owners meeting
 - a. Noah indicated that he had not heard anything
 - 2. Unit 207 Grill
 - a. Noah commented that he was in touch with the owner and they have moved it
 - 3. Propane
 - a. Paul Joliat inquired if SRG could check the propane and have the tanks filled when needed
 - i. Noah indicated he would have Mike inspect
- x. **Next Meeting Date:**
 - 1. Board of Directors Meeting: January 26 2026 2:00PM
- xi. **Adjournment:** The Timberline Cove Board of Directors meeting was adjourned at 4:39PM