

**Timberline Cove
Board of Directors Meeting
1/26/2026 2:00PM**

Zoom Link: [Timberline Cove Board Meeting](#)

1. **Call to order:** The 1/26/2026 Timberline Cove Board of Directors Meeting was called to order at 2:03PM
2. **Introduction of those present and determination of quorum:**
 - a. **Timberline Cove Board Members Present:** Paul Joliat, Tim Kiehl, Steve Gustafson, Barb DelGrego
 - b. **Timberline Cove Ownership Present:** Bob Cave (305), Bob Doran (202)
 - c. **Summit Resort Group Members Present:** Noah Orth
3. [Review / Approve 10/27/2025 Meeting Minutes](#)
 - a. **Paul Joliat made a motion to approve the 10/27/2025 meeting minutes as presented, Steve Gustafson and Tim Kiehl seconding the motion. Motion carried with no dissent.**
4. **Regular Business:**
 - a. **Financials - Timberline Cove December 2025 ([Full Set](#))**
 - i. [Timberline Cove December 2025 Balance Statement](#)
 - ii. [Timberline Cove December 2025 Bank Statements](#)
 - iii. The TLC December 2025 balance statement reports the following accounts
 - i. Alpine Operating: \$65,838.22
 - ii. Alpine Reserves: \$154,784.13
 - iii. Edward Jones CD:\$399,000.00
 - iv. Edward Jones Cash / Mutual Funds \$5,714.55
 - v. Total Checkings and Savings: \$625,336.90
 - iv. [Timberline Cove Profit / Loss Budget Statement December 2025](#)
 1. **The Timberline Cove December 2025 Profit and Loss statement reports:**
 - a. A total of \$353,312.29 of actual expenditures vs \$385,008.00 of budgeted expenditures resulting in a budget surplus of \$31,695.71
 2. **Major areas of significant budget over expense variance include:**
 - a. Generator Maintenance - \$7,535.87
 - i. Annual Budget - \$2,500
 3. **Major areas of significant budget surplus (\$500) variance include:**
 - a. Legal & Accounting - \$2,243.86

- b. Insurance - \$546.51
- c. Sewer - \$598.00
- d. Cable TV - 1,836.41
- e. Internet - \$1,234.72
- f. Trash Removal - \$2,716.54
- g. Snow Removal - \$1,998.97
- h. Gas - \$14,343.49
- i. Common Electricity Utility - \$3,195.73
- j. Security / Fire System - \$5,345.86
- k. Repair & Maintenance - \$2,776.84
- l. Supplies - \$530.66
- m. Hot Tub - \$1,818.44
- n. Chemicals - \$574.11
- o. Board Discretionary - \$500.00

4. [Timberline Cove December 2025 Accounts Receivable](#)

- a. All dues current
- b. Unit 206 owes \$50.00 key fob replacement

5. [Timberline Cove General Ledger YTD Through December 31st, 2025](#)

- a. Board Review / Reclassifications **THK - One potential reclassification is on generator repair for \$6,679- from Operating to Capital. PDJ - Alternatively, as noted below, the budget exceeded expenses by \$31k, could leave as is.**
 - i. The board was in agreement as to leave it as an operating expense as there were both service as well long term improvements to the generator.

6. Financial Notables:

- a. All reserve transfers of \$9,302.00 have been made through December 31st 2025.
- b. Through the end of the 2025 fiscal year its reported that the association has operated under budget by \$31,695.71
- c. PDJ: I propose that we move \$100k from Alpine Reserve Account to 6 month CD, currently pay 3.47%. Rationale: That would leave 55k in the reserve account and we head into 2026 with 65k in the operating account. We are not ready to proceed with new lock system or dry system repairs, so scheduled 2026 reserve expenditures would be \$51,919 if all others move forward.
- d. **Paul Joliat made a motion to move \$100,000 into a 6 month CD with Edward Jones. Tim Kiehl and Steve Gustafson seconded the motion, motion carried with no dissent.**

7. Board Discussion / Questions:

- a. Tim Kiehl presented that the 12/31 balance statement did not match the Alpine Bank Statement as presented off by \$199.98
 - i. Noah commented that in speaking with the accounting department that the reason for this was that not all checks had cleared at this time which is why the association is seeing a difference.
- b. Tim Kiehl inquired about the Accounts Payable Aging Report as the summary shows certain costs as negative and some as positive in regard to the 12/31 general ledger.
 - i. Noah indicated that any negative amounts shown would have been a credit from the vendor. Anything paid to the vendor would get posted to the general ledger however the only time you would see a difference is when there was a rebill to a vendor of an invoice to an owner as this would not be a true HOA expense.
 - ii. Noah commented that within the AP report anything that is viewed positive that has yet to have cleared and anything negative would be a credit from a vendor. Example is the split cost from Plumbing System Inc due to the split cost for the glycol replacement within the snowmelt system.
 - iii. Noah commented that for the end of year financial review purposes SRG's accounting team wanted to show checks that have been paid out which is why they are also viewed as paid on the general ledger. Typically you would not see them posted to the general ledger until they have cleared.
- c. Paul inquired regarding the \$50.00 charge to unit 206
 - i. Noah indicated that the unit owner of 206 had contacted SRG to provide them with an extra key fob to allow for their real estate agent access to their unit. The owner was made aware of the replacement fob charge and was added to their account
 - 1. Paul asked that a follow up email go out to the owner for payment

8. Motion to approve December 2025 financials as presented

- a. **Tim Kiehl made a motion to approve the 12/31/2025 financials as presented. Steve Gusafason, Paul Joliat seconded the motion. Motion carried with no dissent**

v. Old Business

1. Edward Jones CD Maturity Dates

- a. 41,000 @ 3.8% Matures on 6/12/26
- b. 111,000 @ 3.8 Matures on 5/4/26
- c. 123,000 @ 3.9% Matures on 6/10/2026
- d. 124,000 @ 3.9% Matures on 6/3/26

2. Hot Tub Cover Replacement

- a. Hot Tub Cover was received, cut and put in place. Noah indicated they were unable to identify the party that caused the damage.
 - i. Tim inquired if there were any lessons learned and future ways of identifying damage caused.
 - 1. Noah spoke in regard to common element damage in that unless the association had security cameras and or hot tub access unit tracking it would be hard to identify the party unless another owner / guest was able to provide proof and unit number who caused the damage. Noah indicated these sorts of things happen often within HOA communities which is the reason for a contingency budget for unknown repair costs.

3. Emergency Exit Light Hot Tub Area

- a. Noah explained that the emergency "Exit" light fixture is a code complaint non-luminated as there is no direct power to the fixture. 20 year life expectancy. Replacement due in 2026.

4. Ski Locker Room Lighting Ballast Replacement

- a. 3 ballasts were replaced and all fixtures working properly

5. Association Lock Replacement

- a. Noah provided a brief summary of the associations lock issues that were occurring which is software that has been discontinued as well as failing hardware. Noah indicated that when SRG receives a call for a lock out there is a handheld device that is used to plug into the unit lock to override the lock to allow for access. Noah commented that you can no longer update the software and has been discontinued.
 - i. Noah stated that the internal hardware springs and being stretched failing which parts for the locks are not able to be replaced as the locks are discontinued.
 - ii. Noah stated that SRG does have a box of miscellaneous parts within the manager's office however it is getting harder to service the unit locks when needed.

- iii. Noah commented that originally a proposal was provided by Remote Lock however that system had a monthly service cost in which the board wanted to find a system that would be more cost effective and not have a service fee.
 - iv. Noah stated that looking into alternatives to be more cost effective in which was discussed was a decorative unit door wrap with a Schlage style electronic lock.
 - b. Allen Wisniewski (Local Locksmith) - reviewed the initial proposal and the high cost is due to the mortise style of indoor locking mechanism to coincide with the proposed locks. Allen indicated that you potentially could install a metal wrap around the door and install an electronic schlage dead bolt or lever lock.
 - c. Alpine Lock and Key - Awaiting their review follow up of the requested possibility of going with a metal wrap an electronic lock
6. Board / Owner Discussion
- a. Bob Cave commented that the association does indeed have a mortise style of lock system and or called a pocket lock which slides into a door cavity. Bob stated that the door is typically machined out to fit the lock. Bob indicated that a cylinder lock can be used which in many cases would have a push button locking mechanism tied into a lever style handle. Bob commented in speaking of security you would most likely see a dead bolt above a lever or round door handle as a deadbolt is going to have more security then just a handle style lock however the problem would then consist that several pieces would need to be put into place including boring out holes for a deadbolt set up.
 - b. Bob stated the biggest task is to be able to put all the pieces together outside of going with a higher cost mortise style of locking mechanism which is currently what the association's doors are manufactured to house.
 - c. Paul Joliat inquired if Saflok could be contacted to see if they have an updated lock and software that would fit the associations current lock system
 - i. Noah indicated that the current locks are Dormakaba locks partnered with the Saflok fob software in which he would reach out to both parties to see if there was an updated system that could be purchased. Noah commented that the board had made a comment regarding changing to a push button style of lock and not a fob system in not having to

have a physical key fob on person. Noah indicated he would inquire with both companies.

- d. Bob Cave indicated that if the association did not have the stomach to spend the substantial amount in mortise style replacement another thought would be to swap out and utilize the locks from the ski lockers and put something more simplistic on the ski lockers.
- e. Noah is going to reach out to Saflok and Dormakaba to see what they might have to fit the association's current door system.

7. Hot Tub Resurfacing

- a. Paul noticed during his last visit after the resurfacing was completed that there was an imperfection in the bottom of one of the tubs.
 - i. Noah was in touch with Hanavan Pools & Spas who indicated that they would be out in spring to inspect their work and complete any repairs to imperfections found.

8. South East Corner Retaining Wall

- a. [Bobbycat Landscaping](#)
- b. RockyTop Landscaping awaiting proposal
- c. Greenscapes awaiting follow up response regarding onsite meeting
- d. Neils Lunceford are not reviewing summer projects at this time as they are in their winter schedule

9. Board Discussion:

- a. Paul inquired if BobbyCat Landscaping could provide a sketch of what they are proposing as their proposal has been the most appealing.

10. Holiday Lighting

- a. Barb had brought to the attention of the board via email the current holiday lighting in that it looked sad. Barb inquired if there were any professional services that could provide the association with a more professional look.
 - i. Noah commented that he reached out to two different contractors in which received a verbal minimum of \$2,000. Noah indicated that he was meeting with a third vendor out of Dever called Elevation Lighting on 1/28/2026.
- b. Board Discussion:
 - i. Paul Joliat commented that Frisco as a Town looks beautiful with the various holiday lighting throughout. Paul commented that with the number of beautiful trees and placement of power sources the association could look very nice. Paul indicated that he was interested in viewing what Elevation

- may propose as his feelings are that we do not want to tell a company what to do, however allow them to utilize their professional view of the property and proposal from there.
- ii. Barb was in agreement with Paul in that Keystone always looks very nice as well.
 - 1. Noah indicated that when he meets with the contractor to have them provide a low, medium and high price and to see what they are all proposing for the cost.

11. Empire Works Landscaping / Recreation Path Damage

- a. Landscaping Repairs - EP commented that they would give the Board the option of utilizing their own landscaping contractor and or utilize their civil engineering team for repairs. Their only request is if the board chooses to go with their own landscaping company to provide them with the cost to be approved.
- b. Recreation Path - EP is going to communicate with the Town of Frisco in the spring about what requirements are needed to perform the repairs necessary to the section of that path.
- c. Board Discussion:
 - i. Paul wanted to confirm that EmpireWorks is requesting for the association to provide them with landscaping repair proposals
 - 1. Noah indicated that was indeed the case. It was stated that they could have their contacts look at what was needed however suggested that the association provide repair proposals from landscaping contractors they felt comfortable working with.
 - 2. Noah stated that as we are into our winter season come early spring and the ground is visible he will have a few landscapers inspect the damage and submit a proposal for repair work.

12. Snowmelt System Reducing Valve Leak

- a. Repair / Replacement scheduled for 1/27/2026 **THK - Noticed there is a portion of the sidewalk in front of units 101 and 102 that isn't having the snow melted completely.**
 - i. Noah commented that he had Mike run the snowmelts system pressure out to the front of the building where it was noticed that tunneling was viewed which in many cases was

- a pressure issue. Noah indicated that after speaking to their PSI representative the issue could be the cause of expansion and contraction leaks which they would inspect when they are out replacing the reducing valve.
- ii. Tim commented that the snowmelt system seems to be a thorn in our side as it never seems to be working properly. Tim noted that when PSI is out to replace the reducing valve that the manifolds are inspected as those were recently replaced.
 - 1. Paul stated that snowmelt systems are made for expansion and contraction as they used PEX plumbing which is suitable for minus 50. Paul's belief was that he believes maybe the issue is the quality of workmanship.
 - b. Noah made the board aware that there was a pipe burst within the mechanical room this morning. Noah indicated that he was going to speak with PSI to see if they were able to close off the two large open vents where the pipe burst as it was feeding an expansion tank located on the ground level. Noah indicated that the heater was located on the ceiling and with heat rising and the large vent openings was not sure if this would prevent a future frozen pipe.
 - i. Paul commented that given the 4 boilers within the mechanical room the vent openings are a code requirement given the number of BTU being put out however they were never all running at the same time so the feeling was that the lower vent could be closed off.
 - 1. Noah said that he would speak with PSI in regards to closing off one of the vents to be able to maintain heat within the mechanical room on cold days.

13. Dry Fire Suppression System

- a. Mike has been monitoring during inspections and has not noticed change
- b. [EFP - 2026 Annual Sprinkler Inspection PDJ: Was there a quoted amount for the inspection? RFQ to implement the noted 102 and 404 deficiencies?](#)
- c. Board Discussion
 - i. Paul found it funny that his unit was listed as having a deficiency as one of the heads was painted, however the unit has not been painted in over 10 years.

1. Noah indicated that could be due to again past Western States inspection personnel to a new provider or tech of Element Fire and Protection.
- ii. Paul inquired what was all involved with a 3 year full trip of the dry system.
 1. Noah indicated he would confirm however believes that the full trip would be to fill the dry system with water which would identify any leaks.
 2. Noah to confirm and report back to the board regarding the 5 year and 3 year inspection.

14. Dumpster Enclosure

- a. Spring Follow Up - Mountain Meadows was not able to support the project proposals financially PDJ: Pat Keogh (Mountain Meadows HOA President) is not supportive of the repairs. He felt he was not included in the contractor walkthroughs (he was out of the country).
- b. Board Discussion
 - i. Even though a minor expense for Mountain Meadows, with discussion with the MM president being that he wanted to be present for contractor meetings even though being out of the country Paul did not know how to continue forward.
 1. Tim commended Paul for the work that was completed and presentation to MM. Tim recommended that we reach back out to the MM president and indicate that they take the lead as the longer the dumpster gets put off the higher the repair costs will be as what was presented was too much for them.
 - a. Paul indicated that he would loop back to the president and have a discussion regarding the needs of the dumpster enclosure.
 - b. Steve inquired if the easement agreement could be void.
 - i. Paul did not believe so. Noah indicated no as that was part of the county requirements in development.

15. Consider It Done Power Vent Test Unit

- a. Mike Lane of Consider It Done is in process of scheduling as soon as date is received unit 205 will be communicated with
 - i. Inspection / repair date March 2nd 2026
 - ii. Board Discussion:

1. Unit 303 and 409 were the other two units who had power vents. Unit 205 would be utilized as a test unit to see if the repairs would correct the noise issue and if so move forward with units 303 and 409.

16. Website Organization

- a. Noah indicated that he was working with the webmaster to see if folders are an option for the current organization set up.
 - i. Paul indicated that a folders option would be great or to have a subfolder option for boards view.
 - ii. Tim commented that he felt it would be a good idea to place an initial password to the association's site as well agreed once we get more clarity as to organizational options from the webmaster we can then make our decisions as a board during a future meeting.

vi. New Business

1. Items of attention

- a. **Hot Tub Lighting** - Paul brought to attention that the lightbulbs within the hot tub were not working. Paul indicated that it had been several years and lights are within the hot tub for night time safety and now after resurfacing everything should be operational.
 - i. Noah indicated that he had light bulb replacement scheduled for 1/29/2026 and that the electrical timer and power were tested working from their electrician.

b. Auto Fill failure

- i. Tub #1 bad solenoid needs replacement
- ii. Tub #2 sensor failure, new sensor needs to be installed - \$400
 1. Recommended by the service provider that unions are installed within the plumbing to allow for change as current solenoids are fixed and corroded due to calcium build up and from there to install new solenoids for the autofill systems
 - a. **Paul Joliat made a motion to update the hot tubs autofill plumbing and solenoids. It was commented that they had to be filled up with a hose and you certainly shouldn't have to do that during the winter months. The board was unanimous in approving Paul's motion which passed.**

c. New Snowmelt 1/24/2026

- i. Mike called me indicating that the auto feeder dropped significantly by 3 inches. Mike inspected the valve boxes and indicated that the main entrance valve box showed signs of liquid pooling. PSI indicated it could be the cause of expansion and contraction due to the warmer and colder climate. They are going to inspect on the 27th when they come to install the new reducing valve.

vii. Beautification Sub Committee Update

1. Barb DelGrego indicated nothing to report at this time

viii. Miscellaneous Discussion

1. THK - Did we agree on a plunger door stop and if so, is it ordered?

- a. Noah indicated that the board decided to hold off on ordering until the current doorstop broke as there would be a short time in receiving the door stop to be reinstalled

2. THK - Update on discussion with Unit 207 on 7 night minimum?

- a. Noah indicated a violation warning went out to the owner with a reply for myself and the board to mind their own business. Noah commented that in reviewing the owners VRBO listing that it still had not been updated.
 - i. Paul Joliat commented that after providing a response himself as the president of the association the response that he received was that the owner stated that it's rented for 7 nights but cannot help that guest leave after 3 or 4 nights which is difficult for the association to document and monitor.
 1. Tim commented that an approach might be to see what our options are in regards to the owner not following the association's policy.
 2. Noah indicated that the issue started around complaints from other units noticed frequent coming and goings of different guests in which after researching the rental unit that the owner and management company were not following the associations rental policy.
 - a. Noah indicated that the association can follow the association's enforcement policy regarding the rental policy put in place.

3. Tim Kiehl inquired about monies that are typically collected from the sale of a unit.
 - a. Noah indicated that there was no working capital for 2025. Noah indicated that 206 and 210 was for sale but was not sure if either unit was still on the market.
 - i. Barb inquired if unit 308 was completed with their remodel
 1. Noah indicated that it was completed.
4. Barb DelGrego inquired if Mike knew that he was to shovel the unit entryways when it snows.
 - a. Noah indicated that Mike was under the impression that all the concrete was heated which has been corrected.
 - b. Paul indicated if it was possible for the board to know SRG staff schedules.
 - i. Mike Corbett - Tuesday through Saturday
 - ii. Greg Brown - Sunday and Monday
 1. Subject to change
5. Barb inquired about the plowing contract if it was on a per plow occasion or monthly fee.
 - a. Noah commented that it is a monthly contract as SRG has been trying to find a contractor that will provide per plow however unfortunately nonexistent.
6. Paul Joliat thanked Bob Doran for joining the board meeting today as there is interest in serving on the board and wanted to experience what a board meeting was like.
 - a. Bob was pleased with the board's organization and thanked the board for allowing him to attend.
 - i. Paul commented that board positions were strictly volunteered positions and they were always looking for representatives of the ownership and appreciated his time
7. Tim Kiehl inquired if the board should hold carryover within operating from 2025 to 2026 or move funds to reserves.. Tim said he was happy in holding in operating and determining if a transfer is needed at a later time.
 - a. Paul agreed and commented that the board could review midyear and make a transfer then as it's always nice to have a little operating cushion.
 - i. The board was in unanimous agreement.

ix. Next Meeting Dates: (Board to confirm dates)

1. April 27th 2:00PM
2. July 27th 2:00PM Budget Discussion

3. August 31st 2:00PM Budget Approval
4. September 21st 2:00PM Finalize Annual Meeting Packet
5. October 22nd Annual Meeting 5:30PM Zoom
6. November 16th 2:00PM

x. **Adjournment:** The Timberline Cove 1/26/2026 Board of Directors Meeting was adjourned at 3:58PM