

**Timberline Cove  
Board of Directors Meeting  
4/1/2024 2:00PM**

**Zoom Link: [Timberline Cove Board Meeting](#)  
(Click to Join)**

1. **Call to order:** The Timberline Cove 4/1/2024 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, Bob Cave
  - b. **Timberline Cove Ownership Present:** Stacy Gilbert (206)
  - c. **Summit Resort Group Members Present:** Kevin Lovett, Noah Orth
  
3. [Timberline Cove 1/29/2024 Meeting Minutes](#)
  - a. Tim Kiehl addressed an edit item V.D in that there should be a separation of Dry vs Wet suppression as the association has two systems.
    - i. Noah made that edit during the meeting
  - b. Steve Gustafson inquired on page iii. #1.a about the proper way of missed reserve transfers.
    - i. Noah indicated that an email was sent to both Steve and Tim and what was stated by Stuhr and Associates is that they do recommend that reserve transfers are made up within the budget as the budget was ratified by the ownership.
    - ii. Board discussion: Paul Joliat commented that in discussion that due to the association's operating budget being over budget the association was unable to make the 12 transfers which was ok however Stuhr and Associates indicated that the reserve loan from the previous loan should be paid back.
      1. Noah indicated that there were two items that were discussed. The end of the year missed reserve transfer and the loan that needed to be paid back.
        - a. Noah indicated during the previous board meeting the board had agreed that they would end the fiscal year with a missed transfer and work on paying off the \$5,500 loan.
          - i. Tim Kiehl commented that was indeed what the board agreed with.

- ii. **Tim Kiehl made a motion to approve the December 2023 financials as presented. Steve Gustafson seconded the motion. Motion passed with no dissent.**

**4. Regular Business:**

a. **Financials - Timberline Cove February 2024 ([Full Set](#))**

i. [Timberline Cove February 2024 Balance Statement](#)

The TLC February 2024 balance statement reports

- a. Operating: \$2,919.49
- b. Reserves: \$70,743.99
- 2. Edward Jones Statements
  - a. Edward Jones 12 month 4.75%: \$104,732.35
  - b. Edward Jones 3 month 4.45%: \$77,995.01
  - c. Edward Jones 3 month 4.45%: \$50,000
  - d. Total Checkings and Servings: \$306,390.84
- 3. Board discussion:
  - a. Tim Kiehl was inquiring about visible statements
    - i. Noah indicated due to the timing of the new CDs being put in place that SRG had not received the updated statements, however SRG would have received updated statements for the following months' financials.
  - b. Tim Kiehl inquired if on the summary statement or balance statement where the expiration date can be viewed so that the board can keep track of when things are expiring.
    - i. Noah indicated that he can make note when items were expiring.

ii. Timberline Cove Profit / Loss Budget Statement February 2024

1. [The Timberline Cove Profit and Loss statement reports:](#)

- a. A total of \$58,893.95 of actual expenditures vs \$66,504.00 of budgeted expenditures resulting in a budget surplus of \$7,610.05

**b. Major areas of significant budget over expense variance include (\$500 or more):**

- i. Trash Removal - \$623.86
- ii. Elevator - \$2,209.16
  - 1. Noah indicated that the elevator overage was due to the replacement of the phone.

**a. Major areas of significant budget surplus (\$500) variance include (\$500 or more):**

- i. Legal & Accounting - \$560.60
- ii. Gas - \$5,413.42
- iii. Security / Fire System - \$2,239.11
  - 1. Noah indicated that some of the surpluses are due to cashflow and items being billed quarterly.

**ii. Financial Notables**

- 1. The association missed 1 reserve transfer in the amount of \$8,213.00 in the month of January and was made up in the month of February balancing out the reserve transfer account.
- 2. The association has a current liability of dues to reserves of \$5,500. SRG accounting did not feel comfortable making the \$1,100 monthly payments in the months of January and February due to cash flow issues however looking forward to April it was stated that they would possibly be able to make up these two payments as the fear was insurance was being invoiced. Insurance will be billed monthly instead of annually for 2024.
- 3. Board discussion
  - a. Tim Kiehl inquired about Income 506
    - i. Noah indicated that there was a \$55.00 garage door opener charge to a unit that needed a replacement.
  - b. Paul Joliat inquired about the wash management split between Mountain Meadows and Timberline Cove
    - i. Noah indicated that he has listed this as an agenda item under new business to discuss with the board.

- iii. [Timberline Cove February 2024 General Ledger](#)
  - 1. Board to Review
- iv. [Timberline Cove February 2024 AR Report](#)
  - 1. All dues are current
    - i. Listed on the AR report unit 305 is paid
- v. [Timberline Cove 2024 Monthly Expense Worksheet](#)
  - 1. Noah discussed the monthly expense worksheet which indicated if the association was over or under budget for each month however due to cashflow and invoicing not to pay too much attention to the color coding. The monthly expense worksheet is also a tool in helping with preparing the 2025 budget.
- vi. **Board Discussion:**
  - 1. Paul Joliat inquired about account 673 \$143.74 on the general ledger.
    - a. Noah indicated that 6 garage door remote replacements were purchased for owners replacement.
  - 2. Tim Kiehl inquired about account 680 Mechanical Preventive Maintenance.
    - a. Noah indicated that was the association's monthly charge for the Plumbing Systems Inc. Bi Annual PM contract.
- vii. **Steve Gustafsoon motioned to approve the February 2024 financials as presented, Paul Joliat seconded the motion. Motion carried with no dissent.**

**5. Old Business:**

- a. **Kinser / Property Insurance - BBQ Supporting Documentation**
  - i. [NFPA Code 10.11.6.1](#)
- b. **Discussion:** Noah mentioned from communication with the Kinser Agency that for 2025 renewals open flamed equipment would be prohibited. Noah stated that there are providers that will insure the association for open flame equipment however SRG has viewed premiums with double or triple the costs.

- i. Paul inquired about the associations deck fire suppression systems
  - 1. Noah is going to reach out to the Kinser Agency to see if the suppression system would allow for open flamed equipment.
- ii. Kevin Lovett spoke in regards to insurance and it was stated that insurance is tightening up throughout. There are also a number of carriers that are no longer providing HOA association coverage. Also associations were getting dropped due to building value limits.
  - 1. Barb DelGrego spoke in regard to a neighboring property not having exterior sprinkler systems however can have grills.
    - a. Kevin commented that the particular association was dropped due to building limits as well lost the use of open flamed equipment and their premiums quadrupled. For 2024 the association went with another provider (Cincinnati) which allowed open flamed equipment however their premiums did not change as well coverage was less.
    - b. Kevin stated that in the next couple of years in discussion with all providers that associations will not be allowed open flame equipment.
    - c. Kevin indicated that SRG shops the market year round and Farmers provides the best coverage for the premium however it sounds like Farmers prices are going to be rising to be inline with other providers.
- iii. **Board / Owner Discussion**
  - 1. Stacy Gilbert commented that she was working with Mountain West at another association that she is the president of and discussed her belief that part Farmers increases are do fire zoning. Stacy commented that there are other providers that would not place Timberline Cove in a fire area as they are using a program called Corelogic.
    - a. Noah indicated that he was working with Cole Willard to get Timberline Cove a proposal however due to Farmers going through their process once things opened back up he was going to look to see what he could do for the association.
  - 2. Tim Kiehl commented that currently the board has approved coverage for 2024 through Farmers with an increased deductible of \$25,000. If Mountain West comes back with a proposal that would benefit the association from what Farmers is providing the board will consider it.

- a. Kevin Lovett stated that we did see a significant increase from farmers in 2024 and has been indicated to again see an increase in 2025 to be more in line with other carriers.
  - i. Associations have really benefited from Farmers and their coverage and premiums throughout the years.
  - ii. Kevin commented as an example that associations have canceled with Farmers to save \$1,000 however those associations having claims have been dropped as well without payouts so staying loyal does say something.
- b. Stacy commented god forbid there is a fire that burns associations down being that Farmers carry the bulk of the associations be prepared for increases.

**c. Snowmelt System Manifold Leaks**

- i. Time and material 6 to 8 hours @\$149 per hour Estimated at \$900-\$1200
  - 1. **Tim Kiehl motioned to approve the repair work of the snowmelt system on a time and material basis. Paul Joliat seconded the motion, motion carried with no dissent.**

**d. Fireplace Controller Update**

- i. Units # 202, 204, 404 had already been upgraded to the new switch with a remote-control Model RCT-MLT-II by the Homeowners. There was nothing for us to do here.
- ii. Unit # 204 would not allow our tech into the unit, so we left the replacement switch onsite.
- iii. Units #205 & 305: Fireplace is working properly. The homeowners were requesting a wall switch with a remote as the switch is located behind their TV, so the remote made more sense - Model RCT-MLT-II. That is not what HHT provided so they requested that we not switch them out.
  - 1. HHT provides the remote option or is that to be at the H/O's expense?

- iv. I know there was concern on the two-wire vs three wire initially, but after relooking at it – we are able to install the replacement units sent by HHT.

**e. Board Discussion:**

- i. Noah indicated that the original controllers were a 2 wire system and over time owners have converted to a 3 wire system which allowed for remote control. The original 2 wire system operated two ways, on/off switch and thermostat. The update 3 wire system bypassed the 2 wire system which allowed for remotes.
  - 1. Paul Joliat inquired if this was a completed situation.
    - a. Noah indicated that per the contractor all units in question were operating as supposed to and that if an owner wanted to switch out the 2 wire controller to the updated to a 3 wire system that it would be the owners responsibility. The fireplaces that were turning on intermittently were being controlled by a thermostat.
  - 2. Tim Kiehl indicated that we want to make it clear to the ownership that the warrantied faulty switches have been swapped out.
    - a. Noah indicated that all warrantied items have been addressed and that if owners wanted to switch out controllers from the two wire system to the 3 wire system which would allow for remote operation, it would be the owners financial responsibility to do so.

**f. Column Twisting Structure Update**

- i. [Montauk Inc](#)
- i. [Travis Construction](#)
  - 1. [Break Down](#)
- i. [EmpireWorks Proposal](#)
- ii. **Spyder Construction**- Follow up stated would have proposal end of the week 4/5/2024
  - 1. Noah spoke regarding his meeting with Spyder in that they spoke about fabricating 45 degree plating on both sides with through bolts the association would be saving money on fabrication.
- iii. **Platte Capital Projects** - Follow up pass on proposal
- iv. **Amodal Inc - Follow up** - Proposal in process

**v. Board Discussion**

1. Paul Joliat commented on the 3 proposals that have been received that EmpireWorks is significantly less and wanted to make sure that there is an apples to apples bid.
  - a. Noah indicated that in follow up with EmprieWorks what is being proposed are the correct numbers but they would review again and get back to me if any adjustments are needed
  - b. Steve Gustafson inquired that looking at the different proposals in that two are over \$100k and Empireworks being at \$65,000 that there had to be something missing.
    - i. Noah indicated that both he and Jon walked the property giving all contractors the number of vertical posts and corbels as well as the engineering report as well brace drawing diagram and EmpireWorks confirm their proposal.
  - c. Tim Kiehl commented as to Spyders conversation with Noah in the idea of creating 45 degree through bolted plates and would that change the look of the structure and second would the metal be installed and then the wooden corbels be put back in place?
    - i. Noah explained to Tim and the board that Spyder suggested steel plates and shims which would be through bolted that would cover the intersections of the post and beam structure preventing further twisting.
      1. Paul believed that there was something missed in their review as there is already steel plating within the beams.
        - a. Noah indicated that the steel plate would be larger to go outside the current bolt set up/
          - i. Paul commented to the board that it's best that the board receive all proposals review and then set up interview times with contractors either onsite or



via Zoom to discuss as well to make sure prior to approving the engineer will sign off.

- ii. The board agreed

**6. New Business:**

**a. 2024 Board approved Farmer Insurance Confirmation**

- i. \$25,000 Deductible Premium \$29,332
- ii. Noah is working with Cole Willard of Mountain West Insurance to provide a proposal once avenues are open to explore as they are currently locked by Farmers.
  - 1. Noah noted to the board that in previous years the association was charged annually where in 2024 the association will be charged monthly.

**b. Timberline Cove / Mountain Meadows Trash 45/55 Split**

- i. Through billing it was noticed that WM costs continue to increase and the 45/55 split is no longer in existence
  - 1. [Waste Management](#)
  - 2. [Timberline Waste Services](#)
- ii. Board discussion:
  - 1. Noah indicated that he had received communication from Mountain Meadows regarding waste services and it seemed that the 45/55 split between the associations was no longer in existence as well Waste Managements Services continued to increase. Noah indicated to the board that he reached out to Timberline Waste Services and there was a significant difference in pricing.
    - a. Paul inquired if the split was occurring and Noah indicated that TLC was underpaying based on the split.
      - i. Noah indicated that the payment split was not in place and Mountain Meadows stated that Timberline Cove was underpaying.
    - b. Paul commented on the thoughts around separating Timberline and Mountain Meadows waste services with the understanding that the dumpster is located on TLC property.

- i. Noah commented that it was something to look into however we also would have to deal with the recycling containers.
  - 1. Tim Kiehl's concern was the dumpster enclosure and maintenance as the assumption is that the maintenance is subsidized between parties.
    - a. Paul stated that there is a legal easement and cost sharing agreement in place.
    - b. Bob inquired if the association went with a new provider are there going to be outside costs.
      - i. Noah indicated that if there are added pickups there would be extra costs.
    - c. Noah is going to speak with Timberline Waste Services as well as Mountain Meadows Community Management team to see if we can set up the proper costs with TWS and or separate the trash and recycling invoices all together, however maintaining the dumpster enclosure maintenance agreement.

**c. Dry Fire Suppression System / Air Compressor**

**i. Initial Report from WSFP**

- 1. Sunday March 24th - Jon indicated that the compressor was running often and irregularly.
- 2. On Monday March 25th WSFP was approved on a time and material basis to investigate the compressors constant running.
  - a. The compressor had stopped running however WSFP inspected the compressor for operation as well dry system for air leaks. Nothing was found out of the ordinary.
    - i. 2nd Dry System Suppression Inspection

1. Friday March 29th Jon reported that the compressor was again running constantly in which WSFP was made aware and at the time of discussion WSFP believed components of the compressor were bad and that they were going to swap out the compressor for a pancake compressor. Upon further inspection a leak was found in one of the lines and a temporary patch was placed.
  - a. [Photo 1](#)
  - b. [Photo 2](#)
    - i. Jon noted that the compressor is currently going off every 20 to 30 minutes in which the compressor is on for about 30 seconds.
  - c. WSFP inquired if the board would like for a permanent repair to be made on a time and material basis or save the money on replacement.

## **2. Board Comments**

- a. Tim commented that after this past March invoice from WSFP, the association will have spent an estimated \$20,000 on repairing deficiencies as well as leaks to the dry system.
- b. The belief is based on conversations with WSFP it may never get better as the last leak was a split in a metal pipe and not a pinhole leak. The fear is the wear on the compressor as well eventually the owner above the suppression room in 210 could complain about the constant

- running of the compressor. The board may want to start anticipating a dry system replacement which uses nitrogen.
- c. Paul commented that even with a system that used nitrogen there has to be some updated technology which the board is going to want to be made aware of.
  - d. Bob inquired if these companies are able to provide information regarding staying with black pipe or going with a plastic pipe.
  - e. Noah indicated that he looked up the cost for a compressor replacement and online it indicated the compressor was \$5,314.06. List price was \$14,472 and WSFP was indicating an estimated cost to replace at \$20,000.
  - f. Paul mentioned that a lot of the leaks are from fluctuating temperatures in the attic space and that unit heaters may need to be installed in order to maintain a more consistent temperature.

**ii. Action Items:**

- 1. Noah is going to start soliciting proposals for replacement

**b. Chim Chimney Gas fireplace inspection and cleaning**

- i. Noah is working with Karl at Chim Chimney on scheduled gas fireplace inspection and cleaning
- ii. Update the house rules to reflect 4 year fireplace upkeep and maintenance cleaning

**iii. Board discussion**

1. It was indicated that for 2024 the fireplace inspection and cleaning would be paid from the \$5,000 budgeted contingency account however would be added to the budget for future.

**d. Concrete and Epoxy**

**i. Updates:**

1. **Dr. Custom** - [Proposal](#) - \$5,400 with no concrete work, Proposals for concrete edging repair work are in process
2. [Paragon Concrete Epoxy](#) - \$10,000
3. [Paragon Concrete Elasti-Deck](#) - \$9,000

**4. Old Proposals:**

1. [U&A Construction LLC](#)
2. [EmpireWorks](#)
3. **Spartan Floor Coatings**

- a. 1st floor interior hallway, exterior hallway, front entrance and 2nd floor \$22,500 to \$30,000 all levels \$36,000. The price is based on square footage. The more square footage the cheaper the price.

**4. Board Discussion**

- a. Tim commented that some clarity was needed as to the proposals as it is written as to the scope to resurface however what is not discussed is the concrete edging repairs.

- i. Noah indicated that the concrete edging repairs would be included in their scope of work. Noah stated that there was pitting around the railing posts as well as a 15 foot section on the 2nd level and 24 foot section on the 4th floor where concrete repairs or replacement was needed.

- ii. Noah stated that in Dr. Customs proposal concrete repairs were not included as well he was planning on utilizing a stain in which further discussion with all contractors they advised against going with a stain product.

1. The board has requested that more specifics are provided within the

proposal to acknowledge not only the top coat however the concrete repairs.

**e. Garage CO2 Detector Inspection**

- i. 3 CO2 Detectors estimated at \$507 each to replace
  - 1. 4 Mile Mechanical \$180 per hour Time and Material
    - a. \$1,000-\$1,200
      - i. **Paul Joliat motioned for the garage CO2 detectors to be inspected for proper operation, Steve Gustafason seconded the motion, motion carried with no dissent.**

**f. Phone Lines / Cell Services**

- i. The board inquired about centurylink invoices and what telephone lines were being used and the process to switch over to cellular.
  - 1. Elevator - 970-668-9689
  - 2. Gas Meter - 970-662-9676 (Old) 970-668-9632 (New)
  - 3. Allied Security Fire Panel - 970-668-9625
    - a. Allied Security Backup - 970-668-0153
  - 4. Fire Suppression Room Phone - 970-668-9677
  - 5. Lobby Room Jack none functional
  - 6. Boiler Room Jack none functional
  - 7. Manager's Office Jack non functional
    - a. **Board discussion**
      - i. Noah indicated that in looking into switching over to cellular each entity would need its own module. Noah noted that to have the elevator module installed it would be \$4,000 plus dollars whereas the Allied Securities module was only \$230-\$250 and then a monthly fee of \$35.00. Noah indicated that Tiger Gas did not have modules however would have to be tied into the HOAs comcast account whose prices were unknown at this time.
      - ii. Tim commented the first understanding that the board was inquiring was the 5 lines and all were required.
        - 1. Noah indicated correct
      - iii. Tim stated that we need to start putting numbers together to have a better

- iv. understanding of costs with cellular to compare it to what is being spent with Centurylink.
  - 1. Paul commented that the association currently pays \$5,108.00 annually and the thought was that the initial investment to install modules for cellular may be more, however in the long run the association would be saving.
  - 2. Tim stated that these phone numbers should be added to the property manual

## **7. Miscellaneous Discussion:**

### a. [Timberline Cove Repair & Maintenance Tracker](#)

#### i. Ongoing Maintenance Items

1. Vertical Beams - Noah is receiving final proposals and will submit them to the board.
2. Replace Parking Lot Asphalt Sesion - Noah indicated that he reached out to A-Peak and they are not up and running however they would be happy to provide a sectional proposal
3. Walkway and High Traffic Coating - Noah is going to have proposals refined.
4. Major Landscaping fixes - 2024/2025
5. Spa Signage - Board is going to look into having verbiage for 1 sign
6. Water Softener - Declined due to cost however keep on the table for future discussion
7. Insulation replacement
8. Surplus copper piping from the removal of the filer. - Noah indicated that it was all capped off and not hurting anything by the pipe being there.
9. Spa deficiencies - Completed LCD screen replacement passed by the board
10. Drywall paint mechanical rooms tabled potential community work day item
11. Hot tub paver re-leveling - Community work day item

### b. **Garage spray clean out** - Completed 3/24/2024

- i. Mid May early June owner notification of garage power washing

**c. Board Discussion**

- i. Tim inquired if we needed to speak with Dave of Dr. Custom to see if anything should be completed to protect the building.
  - 1. Noah stated that Dave does an inspection of properties that he works and will indicate if anything needs to be completed.
    - a. Noah commented that he did receive some communication regarding the partial completion of the railings.
      - i. Tim stated that the board can manage those items with ownership based on finances, protection and need.
      - ii. Paul commented that there was talk of doing partial staining on the sides that take the brunt of the elements and agreed with Tim to inquire about the need.
        - 1. Noah indicated that at the time when the association was completing staining there were two proposals in doing partial or doing a complete stain with a UV protective coating and just keeping up with that protective coating and not ever having to stain again. Noah to inquire with Dr. Custom.

d. Bob Cave stated that the dryer vents on the exterior need to be addressed.

- i. Noah stated he would have Jon take a look at and clean them up.

**e. Christmas Lights**

- i. Put them up late October early November and all down April 1st

**f. Landscaping**

- i. Paul commented to reach out to Greenscapes to have the planter baskets completed for 2024
- ii. Paul also would like to receive a proposal to repair or replace the metal edging on the southeast corner where the edging has come up out of the beds.
  - 1. Noah would reach out to Tim at Greenscapes
- iii. Barb mentioned that the Town of Frisco was implementing a water ban and that we may need to alter the sprinkler timers.



**8. Next Meeting Dates:**

- a. Board of Directors Meeting May 20th 2:00PM
- b. Annual Meeting 9/14/2024 10:00AM

**9. Adjournment:** The Timberline Cove 4/1/2024 Board of Directors Meeting was adjourned at 3:56PM