

Timberline Cove
Board of Directors Meeting Minutes
7/28/2025 2:00PM
Zoom Link: [Timberline Cove Board Meeting](#)
(Click to Join)

1. **Call to order: The Timberline Cove 7/28/2025 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, Art Smithson, Barb DelGrego
 - b. **Timberline Cove Ownership Present:**
 - c. **Summit Resort Group Members Present:** Noah Orth
3. **[Timberline Cove 6/2/2025 Meeting Minutes](#)**
 - a. Noah commented that Tim Kiehl and Paul Joliat's edits and comments were added
 - i. **Tim Kiehl made a motion to approve the 6/2/2025 Meeting minutes as presented. Paul Joliat seconded the motion, motion passed with no dissent.**
4. **Regular Business:**
 - a. **Financials - Timberline Cove June 2025 [\(Full Set\)](#)**
 - i. **[Timberline Cove June 2025 Balance Statement](#)**
 - ii. **[Timberline Cove June 2025 Bank Statements](#)**
 - iii. The TLC June 2025 balance statement reports the following accounts
 - i. Alpine Operating: \$46,695.13
 - ii. Alpine Reserves: \$176,710.31
 - iii. Edward Jones 3 Month CD: 398,000.00
 - iv. Edward Jones Cash / Mutual Funds \$355.55
 - v. Total Checkings and Savings: \$621,760.99
 - iv. **[Timberline Cove Profit / Loss Budget Statement June 2025](#)**
 1. **The Timberline Cove April 2025 Profit and Loss statement reports:**
 - a. A total of \$175,081.84 of actual expenditures vs \$190,387.00 of budgeted expenditures resulting in a budget surplus of \$15,305.16

2. Major areas of significant budget over expense variance include:

- a. Trash Removal - \$3,589.12
 - i. Annual Budget - \$6,270.00
 - ii. **Paul Joliat:** Mountain Meadows payment puts us over budget. Should this be reclassified to account 697 Contingency?
 - 1. Paul, Tim and Art agreed with reclassifying to the contingency account.**
- b. Security / Fire System - \$1,266.54
 - i. Annual Budget 15,200.00
 - ii. **Paul Joliat:** Monies allotted for dry system patches. Paul indicated just as a clarification as to why expenses are low within the account

3. Major areas of significant budget surplus (\$500) variance include:

- a. Legal & Accounting - \$593.86
- b. Snow Removal - \$808.50
- c. Gas - \$10,702.66
- d. Common Electric Utility - \$504.12
- e. Repair and Maintenance - \$1,125.02
- f. Grounds - \$558.33
- g. Window Cleaning - \$3,395.00

4. Financial Notables:

- a. All reserve transfers of \$9,302.00 have been made through June 2025
- b. [Timberline Cove June 2025 Accounts Receivable](#)
 - i. All dues current
- c. [Timberline Cove General Ledger YTD Through July 23rd, 2025](#)
 - i. Board Review / Reclassifications
- d. [Timberline Cove 2025 Monthly Expense Worksheet](#)
- e. **Board Discussion**
 - i. Tim Kiehl made a general comment that overall within the associations financials are tracking well. We have not viewed any reserve expenses to date however siding protective coating and the vertical post project is coming up.

1. Paul Joliat also stated that gas, electric, water, and sewer were below budget in which projected increase did not occur and financially the association is doing well.

f. Motion to approve June 2025 Financials

- i. **Tim Kiehl made a motion to approve the June 2025 financials as presented, Paul Joliat seconded the motion, motion passed with no dissent.**

5. Old Business:

a. Edward Jones Update

- i. CD - 247,000 Matures on August 22nd 2025
- ii. CD - \$41,000 Matures on August 13th 2025
- iii. CD - \$110,000 Matures on October 27th 2025

iv. Board Discussion

1. Tim Kiehl inquired about the process to update the CD as well Paul Joliat inquired if no direction was given.
 - a. Noah stated that Edward Jones reaches out on the date of maturity to determine what the board would like to do with the CD. Noah indicated that schedules an email to the board typically a week in advance for the board to determine what direction they would like to go. Noah stated that if Edward Jones does not get approved direction that holds hot the funds until they are directed.
 - i. **Tim Kiehl commented that he felt comfortable with going with another 3 months for the August 13th \$41,000 maturity date. Paul Joliat was in agreement. Art Smithson was also in agreement.**

b. Financial Audit Update

- i. **In Process** - Awaiting response from Hinckle and Company on estimated time of completion

a. New Owners Welcome Letter

- i. Board Updated third revisions
 1. Barb and Tim are going to review and make updates as to owners welcome letter

b. House rules update to reflect outdoor grilling policy

- i. Updated Rules have been posted to SRG website under "Documents" section

6. New Business:

a. 2026 Budget Discussions

- i. Paul / Operating
- ii. [Tim / Capital](#)
- iii. Paul and Tim went through the 2026 proposed operating and reserve budgets.
 - 1. Paul indicated that there will be a 5% management fee that is not reflected within the budget
 - a. Noah indicated that he had reached out to the Town of Frisco to see if there would be any increase in water / sewer and was determined that there would be a 12% increase starting January 1st.
 - i. Paul indicated that it was stated that there would be a 12% in 2025 which seems to not have occurred so that account can remain as is.
 - b. Noah also commented that he reached out to the Mamich Agency regarding insurance and a base premium increase was unknown however was told to budget for a 20% to 25% increase.
 - 2. Tim went through the association's capital spending plan for 2025/2026 of the budget going over future capital improvement projects.
 - a. Tim explained the 10 year reserve plan based on current and future expenses based on the reserve study that was completed.
 - b. Tim presented the 2026 fee schedule which will need slight adjustments based on discussions.
 - i. Paul and Tim are going to make adjustments to present to the board for the August 11th meeting for board approval.

a. Beautification Sub-Committee Update

- i. Barb DelGrego commented that working with the town council the hotel back parking area has been cleaned up. Barb spoke with one of the town council members that through the town lawyer they are working to get a town code put in place to be followed.
 - 1. Paul indicated that he would like to inquire with the hotel the large boulder pile in if they are looking to get rid of them that TLC may be interested in placing some along the bike path.

- a. Paul indicated that while he was visiting he may go over and speak with a manager to inquire.
 - i. Paul and the board thanked Barb for all of her work!

b. Generator Annual Inspection

- i. Prime Diesel in scheduling
- ii. **Paul Joliat:** Last visit according to GL was 11/12/23 @ \$2,832.00
 - 1. Paul indicated that he did not see that annual inspection cost on the general ledger in 2024. Noah indicated that Prime Diesel was out to inspect the auto test and did not charge us for that.
 - a. Tim inquired if the current property manager is still self testing.
 - i. Noah indicated that Mike is aware and testing is occurring however Jared at Prime Diesel would be completing preventative maintenance as well checking the auto run feature to conform proper operation.

c. Snowmelt System

- i. [American Leak Detection](#)
 - 1. Noah commented that in working with PSI and their individual snowmelt line pressure testing that the next step is to have a helium test completed as within their tests air pressure was holding. 2 months later after the system was refilled and working the auto feeder drained itself again which means there has to be an unknown leak.
 - a. Paul Joliat made a motion to have helium testing completed to find the source of the leak. Tim Kiehl and Barb DelGrego seconded the motion, motion passed with no dissent

d. South East Corner Landscaping Project

- i. Noah indicated that he met with BobbyCat Landscaping recently and gave a \$8,000 to \$11,000 budgetary number to place a retaining wall on the South East corner of the building.
 - 1. Noah commented that he was in follow up with the below contractors regarding addressing the change in scope of work of placing a retaining wall to correct the erosion.
 - a. BobbyCat Landscaping budgetary number for Siloam Stone Retaining Wall \$8,000 to \$11,000
 - b. Home Sweet Home \$10,00 to \$12,000

c. Rocky Top Landscaping - Awaiting

e. EmpireWorks Vertical Post Update

i. **PJ:** Contract executed 03-13-25; drawings below will be posted by Paul on 08-01-25.

ii. [East / South Metal Corbel Brace Installation](#)

iii. [Installation Schedule](#)

1. Noah indicated he met with EmpireWorks senior project manager Manuel onsite to complete a walkthrough and via the approved braces to be installed and have start date of August 11th 2025 now that the powdercoating color issue was resolved

a. Paul requested that the elevation and schedule documents are posted to the bulletin board.

f. Dry Fire Suppression System Proposal

i. [Dry System Horizontal Pipe Only](#) **\$114,570.00**

ii. [Dry System Horizontal Pipe and Dry Sprinkler Heads](#) **\$129,030.00**

1. In follow-up conversation the board wanted to get a couple of comparative proposals as well speak with Element Fire and Sprinkler Services regarding their total proposed amount and deducting the annual inspection fee.

g. DR Custom

i. **PJ:** Contract executed 05-07-25. Clear Coat only on wall above garage entrance / entire south wall / SE tower walls – 4 sides, and entire East wall. **\$36,400.00**

ii. Start date scheduled for July 29th

1. Paul inquired via email if prior to clear coating if that staining was needed as to the fading of the siding.

a. Noah commented that he spoke with Dave and that the clear coat would bring out the stain color as well protect it. Dave with Dr. Custom indicated that you could stain over the top of the clear coating protection and or vice versa as the clear coating is protection from the elements. Dave's professional opinion was not to stain and to clear coat. The option of clear coat protection was an egg shell or matte finish.

i. Paul commented to go with Dave's recommendations of eggshell, Art agreed as with a recent project that an egg shell was the way to go. The board was in full agreement of an egg shell finish

h. Consider It Done Vent Cleaning

- i. Scheduled for August 19th. **\$3,000.00**
 - 1. Noah has asked CID to inspect units 303 and 205 power vents as well provide a cost for replacement

i. [Storm Door Replacement](#)

- i. **PJ:** Larson storm doors in the color “Cranberry” as posted on the SRG website are no longer available.
- ii. The Door Dudes - Awaiting proposal
 - 1. Noah was in touch with “The Door Dudes” out of Denver who were familiar with the current Larson storm door in cranberry that was approved. They indicated that they knew of a door company named ProVia that had a door color that would match very closely called Mountain Berry Red.
 - a. Art indicated that he recently installed some of these however they would be a very close replacement.
 - i. Tim commented that he would be in agreement of placing the storm door as the official storm door replacement and color. Paul was in agreement as well as Art.

j. Association Lock Replacement

- i. Working with local locksmith Allen Wisniewski and Zach Carlson of Allegion who is a global security product provider for homes and businesses have put me in touch with Alpine Lock and Safe to find a solution for the associations current set up.
 - 1. Noah is awaiting a waiting proposal from Alpine Lock and Safe in which will be distributed to the board for review.

k. Website Reorganization

- i. Board Discussion
 - 1. Tim commented that we wanted to wait until Barb and Steve were able to put in their input of the website, in which Tim gave a brief summary of the current website in password protecting the main link instead of password protecting individual documents. Tim indicated that we could further discuss once Steve is able to join in on the consensus.

l. Asphalt parking Lot Maintenance

- i. Noah commented that he met with Jet Black to inspect the parking lot and suggested maintenance for 2026 as they did not see the need to crack fill this year however to budget for crack and sealcoating in 2026

m. Roof Inspection & Maintenance

- i. **Ked Martin Roofing** - Awaiting follow up
- ii. **Leos Roofing** - Awaiting follow up
- iii. **DCPS** - Awaiting follow up
 - 1. Noah indicated that these were free inspection reports in which contractors will provide inspection and repair report proposals to elongate the life of the roof.
 - a. Barb indicated that she had a shingle on her deck so there has to be some broken shingles missing.
 - i. Tim commented that the board approved having the roof inspected.

n. Hot Tub Filter Replacement

- i. Summit Hot Tubs
 - 1. The board reviewed the hot tub cartridge replacement proposal.
 - a. **Paul Joliat made a motion to replace the current cartridge filters, Art Smithson and Tim Kiehl seconded the motion, motion carried with no dissent.**

o. Hot Tub Resurfacing Proposal

- i. Havana Pools & Spas
 - 1. The board discussed hot tub resurfacing costs to consider resurfacing for 2025
 - 2. Art spoke in regards to the noise and operation of the hot tubs in which in the previous board meeting it was discussed that due to the tubs air intakes there is not much that can be done regarding the noise.
 - a. Paul indicated that when the tubs reach their life expectancy that the board may want to consider a major renovation project which would address that issue.
 - i. Barb commented that she would like to get a better understanding of the the hot tubs life expectancy before spending funds on resurfacing
 - 3. The board requested proposal options to review.

p. Deck Railings Peeling

- i. Review of photographs and issues
- ii. Review of contract and associated warranty

1. Noah indicated that Dave was going to look back in his files regarding which units received full restoration and or partial restoration as he indicated that only a few had received full restoration; however was happy to review all units' railings.
 - a. Barb had requested a cost estimate as to going with a composite material to be more maintenance free.
 - i. Noah indicated that he would inquire with building contractors as well get pricing from Dr. Custom regarding railing full restoration cost per unit.

q. Association Open Action Tracker

i. [Timberline Cove Repair Tracker](#)

1. Noah indicated that he would go through and update the tracker for the board

r. Other new business

i. **Paul Joliat:** Inconsistency of condominium security checks.

1. Noah indicated that he did speak with onsite manager Kevin Curry in which he indicated that in many cases he did not sign off on the unit sheet.
 - a. Noah indicated that having a new onsite manager that it would be known that the sign off has to occur through the unit inspection process.

ii. **Paul Joliat:** Board of Directors candidates discussion. Paul & Tim's terms conclude in 2025.

1. Tim commented that he has been on the board since 2017 and would like to step down, however would like to make sure that the work that has been put in by the board continues through upcoming board representation such as Barb and Art have brought.
 - a. Paul indicated he would be up for reelection as he felt it was important for continuity within the board however it would be great to have owners step up as well.

iii. **Paul Joliat:** Paul will be out of the country 09-06-25 thru 09-20-25. Hoping Tim can lead the Annual Meeting.

1. Tim agreed to head the meeting

iv. **Window cleaning -**

1. The board was in agreement due to the bad timing between window cleaning and exterior staining that the board had agreed to have the windows completed again.

- a. It was discussed to have inaccessible windows cleaned to save a few dollars, however at that point it would be more difficult to pick and choose what windows to complete and savings would be minimal.
 - i. **The board agreed and asked Noah to schedule.**

7. Next Meeting Date(s):

- a. Board of Directors meeting: August 11th 2:00PM (Budget Focus)
- b. Board of Directors meeting: August 25th 2:00PM (Finalize Budget)
- c. Board of Directors meeting: September 8 2:00PM (Annual Meeting Walkthru)
- d. Annual Meeting: September 13th 2025 9:00AM (Zoom)

8. Adjournment: The Timberline Cove 7/28/2025 Board of Directors Meeting was adjourned at 4:03PM