

**CROSS CREEK CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 31, 2009**

I. CALL TO ORDER

The meeting was called to order at 9:10 a.m.

Board members Rob Luhrs and Bryce Hunt were present; Carol Horn and Dave Falk attended via telephone. Bob Rappold assigned his proxy to Carol Horn. A quorum was present.

Representing Summit Resort Group were Kevin Lovett, Peter Schutz and Evert Sandoval.

II. OWNERS FORUM

The meeting notice was posted on the website. No Owners, other than Board members, were present.

III. APPROVE PREVIOUS MEETING MINUTES

Bryce Hunt made a motion to approve the minutes from the 10-22-08 Board meeting; Carol Horn seconds and the motion passed.

IV. FINANCIAL REVIEW

December 31, 2008 close financials report \$32,477 in the Alpine Operating acct., \$35,043 in the Alpine 100 Bldg. Reserve Acct., \$52,530 in the Alpine 200/300 Building reserve and \$46,405 in the Alpine Ctr. Bldg. Reserve acct.

Kevin Lovett reported on the following account balance changes from the 2007-08 fiscal year close versus December 31, 2009 (2008-09 fiscal year 1st quarter end):

Account balance summary Sept 08 close – December 08 close

Acct	September 2008 close	December 2008 close
115-Alpine Operating	\$24,876	\$32,477.00
116-100 Building	\$33,749	\$35,043.00
117-200/300 Building	\$53,997	\$52,530.00
Pending invoice		
Gutter / heat tape drain install	(\$11,754.00)	
(estimated Jan 09 close balance)		\$42,919.00

118 - Center Building	\$49,507	\$46,405.00
Pending invoice Clubhouse floor repair (estimated Jan 09 close balance)	(\$3,000)	\$45,071

The Board and SRG reviewed the presented Long Range Capital Project forecasts. SRG was instructed to add \$1500 in for 200/300 building window replacements each year. SRG will also add \$500 every other year to the 200/ 300 building and Center Bldg plans for stucco inspection; it was noted that \$1500 is in the budget every other year for actual stucco repairs. SRG will also add in historical expense figures to the Capital plans.

The individual expense line items were reviewed. Items of note include:

671 General Bldg Maint – SRG will reclass the \$1080 of expenditures for fireplace cleaning and inspection of the 200/ 300 bldg to the 200/ 300 bldg fund

672 Plumbing and Heating – SRG made a note to add \$3000 to future budgets each year to complete the in unit boiler inspections.

614 High Speed internet – SRG will reclass the \$2303 of expenditures for the internet install to the Center bldg fund.

687 Security and Fire Safety – SRG made a note to budget for unit dryer vent cleaning each year as they are planned and scheduled (scheduling note to complete every other year).

V. MANAGING AGENT’S REPORT

Completed Items

- Located and ordered replacement PBX phones; SRG installed one in unit 207 and one in 203. 1 spare is on hand. Cost is \$47 each.
- Clubhouse stone floor clean and seal / pool area stone floor repairs and seal complete.
- Recycling – containers moved to outside of dumpster enclosure and note posted on containers with co-mingled info.
- Fireplace cleaning and inspections complete – minor repairs noted re doors / screens that could be replaced. Notices sent to owners to take care of repairs.
- In unit boiler inspections and cleaning / tune up – Performance Building Services of Denver completed a very thorough inspection and cleaning / minor tune up of the in unit boilers as planned. Notices were sent to all owners re repairs noted. All immediate safety issues addressed as well as some owners have chosen to complete the repairs suggested.
- Gutter install- gutter and heat tape installed at 200/ 300 as planned as well as new drain to take runoff away from the buildings. The priming and painting of the PVC is pending and will be complete weather dependant.
- 100 bldg diverters- diverters installed last summer on the roofs appear to be working.
- Locker room painting – complete

- Clubhouse electrical outlets – a number of electrical outlets in the clubhouse were not working and were a safety hazard; they have been replaced.
- 100 bldg gutter addition (by 101) –a 10 ft length of gutter to the side of the 100 bldg (near unit 101) was added to prevent ice build up in the parking spot of 101

Report / Pending Items

-Final gutter section install at the 300 building. – Discussion took place as to plans to complete the final section of gutter at the middle front side of the 300 building. Bryce Hunt recommended discussing at the May Board meeting as we will have the Spring to continue monitoring the function of the new drain installed in the middle of the 200 building. Dave Falk presented an idea to incorporate a lift station idea to move the roof runoff to the side of the 300 building as opposed to cutting a drain in the parking lot as the lift station idea may be less expensive. SRG will investigate further.

-Dryer vent cleaning – Half of the dryer vents have been cleaned; the other half will be cleaned in the spring due to roof access issues (snow).

-Heat tape electrical – the new heat tape installed on the 200 bldg was plugged into the exterior electrical outlets next to the garages. Originally thought to be common area electric, we've found that the power source for the outlets actually comes from units:

202
206
208

2 options to proceed were discussed:

Option 1 – run new power to the heat tape; Approx cost is \$5k and includes conduit run, wiring and new panel

Option 2 – power the heat tape as is and reimburse the unit owners for the power used during the winter months (October/ November through March/ April). SRG presented a calculation to determine the amount of money to be reimbursed to the unit owners of 202, 206 and 208 during the months that the heat tape is on. The reimburse totals for the units are as follows:

202 - \$50 per month
206 - \$55 per month
208 - \$55 per month

Upon discussion, Carol Horn moved to go with option 2 and reimburse the unit owners as presented above; Dave Falk seconds and the motion passes. SRG will contact the unit owners and make them aware of the decisions.

-Windows – replacement model chosen: Simonton, Vinyl Window

Bathroom windows are Awning Style (\$475)

Other windows are Casement 27x 45 (\$665)

The bathroom window of unit 311 will be replaced next week.

-Clubhouse HVAC system – Denver Boiler/ ACA has kept up with the annual maint schedule of the Center Building HVAC system (they come 2 x's per year). During the Fall visit, they completed \$1400 of repairs including:

- new belt installed on pool heating unit
- replaced transformer for zone valve (controls heat in pool area)
- replaced blown fuse on air handler

- bad wires replaced for zone valves controlling heat in clubhouse and office
- 2 new thermostats installed (mercury gone bad)

The current agreement with Denver Boiler / ACA is up for renewal; overall, the Association is satisfied with Denver Boiler / ACA work; however, they must provide written proposals for work to be completed prior to completing work which results in additional fees. SRG presented competitive proposals from other Mechanical companies. Upon review, Rob Luhrs made a motion to continue the maintenance agreement with Denver Boiler / ACA; Dave Falk seconds and the motion passes.

-Clubhouse security – SRG and the Board discussed ideas to deter clubhouse abuse. Ideas discussed included installing a security camera system and / or taking deposit from rental groups such as the US Ski Team. This discussion was tabled until the Annual meeting.

-Clubhouse towels- currently, the Cross creek Association is providing towels for use by owners and guests in the clubhouse area. It was noted that many guests use multiple towels in a “wasteful” fashion. The cost for the towels is \$7.50 per pack of 10 with an annual approximated cost of \$1000. Bryce Hunt moved to continue with the towel service through March 2009; then, discontinue the service. SRG will notify Wilderrest Property Management and send correspondence to the Cross creek Owners informing them of the decision.

-Spring / Summer 2009 projects- One of the planned summer projects is landscaping improvements at the left front entry area under the “223” sign.

-Exercise room – SRG reported that currently, all items in the Exercise room are powered by the same circuit and when all turned on at the same time, the breaker trips. An additional circuit can be added to power the treadmill for \$450. SRG will first look into upgrading the treadmill to a “no electricity” or at least a more efficient machine. SRG will present info to the Board. The Board will then determine if they would like to purchase a new machine or if they would like to run the new circuit.

-Pool / hot tub drain compliance – new legislature has required us to check and possibly replace the drain grates in the pool and hot tub(s). The cost is \$600 for the pool and \$300 for each hot tub. SGR will see that this work is completed.

-Gutters at center bldg – the gutter/ heat tape on the 200/300 side of the center bldg is malfunctioning and causing ice build up in the parking lot; the proposal to fix is \$1040. Rob Luhrs moved to install the new heat tape and gutter; Bryce Hunt seconds and the motion passes.

-100 bldg heat tape – SRG stated that there was a section of heat tape on the 100 bldg that was not functioning properly; SRG will look into repair.

VI. OLD BUSINESS

A. Internet – The New Resort Internet system installed and running; Bryce Hunt was thanked for his great work on the project! The old Qwest modem was disconnected and old internet pieces removed. New internet info sheets were placed in all units.

VII. NEW BUSINESS

A. 2009 Annual Owner meeting – The Cross Creek Annual Owner meeting was scheduled for Saturday May 23, 2009 at 9:00 am in the Cross Creek Conference Room. The Annual Owner Work Day and Picnic will follow the meeting. SRG will send a “Save the date” mailer to all Owners advertising the Annual Meeting and picnic; President Rob will have info to add to the mailer. The Board and SRG reviewed the proposed annual meeting notice mailer.

B. Unit Item Swap – at the 2009 Annual Owner meeting, owners will be able to bring all of the items in their unit that “do not belong “ to their unit and swap with other owners that may have acquired items from other units.

C. PM Agreement – SRG presented a renewal Agreement for the Property Management contract which included an increase of \$210 per month beginning March 2009. Upon review, Rob Luhrs moved to accept the renewal agreement; Dave Falk seconds and the motion passes.

D. Magic Jack – Bruce Hunt proposed that the Association purchase a Magic Jack for the Association conference calls for \$40. Kevin Lovett and Bryce will work to purchase the item and incorporate it into the Board meetings.

E. In unit painting letter – SRG will send a letter out to all owners presenting painting contractor info. Owners wishing to complete any interior unit painting are permitted to contact the painter direct to discuss the particulars. SRG will assist with unit access.

VIII. NEXT BOARD MEETING

The next Cross Creek Board of Directors meeting will be held on the evening of Friday May 22, 2009.

IX. ADJOURNMENT

With no further business, the meeting was adjourned at 11:20 a.m.

Approved By: _____

Date: _____

Board Member Signature