

**TIIMBERLINE COVE HOMEOWNER ASSOCIATION
ANNUAL OWNER MEETING
Loveland Room
Summit County Commons Building
September 22, 2018**

I. CALL THE MEETING TO ORDER

The Timberline Cove Homeowner Association Annual Owner Meeting was called to order at 10:04 a.m.

II. ROLL CALL, PROOF OF NOTICE & INTRODUCTIONS

Board members present were:

Ed Chang, Unit 405 (via teleconference)
Paul Joliat, Unit 102
Tim Kiehl, Unit 304

Owners present were:

Scott & Nancy Dorch, 101	Chuck Aurand, Unit 101
Marietta Joliat, Unit 102	Cindy Mansour, Unit 201
Edmond Gustason, Unit 204	Stacey Gilbert, Unit 206
Karen Murphy, Unit 303	Lawrence & Lois Van Heukelom, 306
Jason Suits, Unit 308	Charles Tobler, Unit 309
Mike Felderman, Unit 310	Tom & Lou Ann Curran, Unit 408

Owners participating via teleconference were:

Brian Hastert, Unit 208	Don Lewis, Unit 301
Jeffrey Townsend, Unit 409	

Representing Summit Resort Group was Katie Kuhn. Heidi Clark of Summit Management Resources was recording secretary.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Paul Joliet motioned to accept the September 16, 2017 Annual Meeting minutes as presented. Charles Tobler seconded and the motion carried unanimously.

IV. PRESIDENT'S REPORT

Katie Kuhn read a letter from Duane Abbott to the owners with an apology for not being able to attend the meeting. Since October of last year, the Association's financial position has been challenging. Past and present Boards have relied on the capital plan numbers for capital improvements provided by Wilderness Property Management, who managed the property from the beginning of incorporation of the Association. Major errors in the assumptions were identified in 2017, including:

1. The painting bids were \$16,000 higher than the Reserve Study estimate of \$52,000.
2. Several expenses were not anticipated in the Reserve Study, including the hot water heater replacement for \$16,000, hot tub plastering for \$5,900 and fire sprinkler replacement for \$4,300.

3. The landscaping improvements cost \$10,000 against a Reserve Study estimate of \$4,700.

Due to these issues, the Board hired Association Reserves to draft a professional Reserve Study, which was completed in August. The new Reserve Study listed about 20 new items that were either not accounted for or under budgeted in the old version. Items included wood siding for \$506,000 in 38 years, roof replacement for \$458,000 in 8 years, snow melt concrete for \$88,000 in 18 years and elevator repairs/remodel for \$100,000 in 13 years.

The Board decided that the only way to address these future expenses would be to increase the monthly maintenance fees and to levy a Special Assessment. Duane thanked the Board members for volunteering their time and encouraged interested owners to run for the Board.

V. TREASURER'S / FINANCIAL REPORT

Katie Kuhn presented the financial report.

A. *Year-to-Date Financials*

As of August 31, 2018, the Association had \$2,247 in the Operating account and \$33,908 in the Reserve Account.

The P&L statement reflected \$125,227 of actual expenditures versus \$129,472 of budgeted expenses, resulting in an \$4,244 favorable variance. She reviewed the following variances:

1. Snow Removal – \$2,145 favorable to budget due to low snowfall last winter.
2. Gas – \$1,243 favorable to budget due to locked rate with Tiger Gas.
3. Repair & Maintenance – \$2,198 favorable to budget.

All contributions to Reserves were current.

B. *2019 Budget Ratification*

The Board hired Association Reserves to do a new professional Reserve Study at a cost of \$3,000. This Study addresses the expected life of major components and the estimated cost for replacement. The Study concludes that Timberline Cove is severely underfunded at 0.2%. A 60% funded level is considered healthy. The Board will use the Study as a working document while starting to build funding for future projects.

There will be a \$30,000 Special Assessment allocated based on unit size per the governing documents. There is an 18.6% dues increase proposed with 15.6% going directly into the Reserves. There were some owner concerns regarding the significant increase to dues and a suggestion to increase the Special Assessment instead of the dues. The 2019 Budget has been approved by the Board and needs to be ratified by the owners.

Tim Kiehl motioned to ratify the 2019 budget. The motion was seconded and carried with Stacy Gilbert opposed.

Katie Kuhn will share the updated Reserve Study with the homeowners after it's received.

VI. MANAGING AGENT'S REPORT

A. Completed Operating Projects

1. Attorney consultation regarding maintenance responsibility.
2. Insurance policy renewed.
3. Annual inspections and tests, including fire extinguishers, fire alarms, fire sprinkler systems and back flows.
4. Snowmelt system repair.
5. Garage was power washed.
6. Door lock repairs and replacement.
7. Trees deep root fed and treated for insects.

B. Capital Projects

1. Major repair to fire sprinkler system for a leak.
2. Water line replaced in garage due to a leak.
3. Reserve Study completed.

Katie Kuhn shared the management team contact information.

VII. OWNER'S FORUM

A. Generators

An owner expressed concern that there was no generator in place in the event of a power failure. Katie Kuhn shared that the property has a generator, but it is not functioning at this time. A generator repair technician has recently provided a bid for repair, the Board will review it and decide soon.

B. Dryer Vent

An owner asked if her dryer vent could be cleaned out and commented that her vent was not cleaned last year. The Board will investigate and resolve the issue.

C. Boiler System

An owner asked if the boiler system is covered by the insurance policy or if there was a separate policy. Although there is existing coverage, there may be other options. The Board will analyze the insurance policy to determine if any changes need to be made to provide additional coverage.

D. Hot Water Issue

An owner noted that his unit can take a while to get hot water, especially after a water shut off. Katie Kuhn shared that there is a water filtration system at Timberline that filters out fine particles. Any time the water is turned off and back on, there are flow issues that create a delay in hot water reaching some units. Katie will work with maintenance to determine if it is a pump issue or if they need to change the filters more often.

E. Internet

Stacy Gilbert stated that she has had some trouble with her internet speed during peak times. Katie Kuhn will follow up with Xfinity.

F. Oversized Vehicle Usage

Stacy Gilbert said oversized vehicles make navigation difficult in the garage. There were signs installed last year with warnings about this issue. She requested that the property managers and owners who rent notify their renters of the rules. Katie Kuhn agreed and reminded owners that they are responsible for their guests. Stacy Gilbert requested that a line be painted behind the parking spots. The Board noted her request.

G. Kayak Storage

An owner requested additional space for kayak storage. Katie Kuhn said that she will request that owners mark their items so it can be determined if any have been abandoned. Another owner requested assigned spots for each unit to store paddleboards, kayaks and bikes. The Board will look into this suggestion.

H. Hot Tub

An owner asked the Board to consider salt water sanitation options for the hot tub. The Board will take this under consideration.

I. Dirt Area by Bike Path

An owner asked if the dirt area by the bike path would have flowers planted in it again. This area will be replaced during the third phase of the landscaping project.

J. Key Issues

An owner shared that she has had multiple issues with her key. She faster response time for repairs. The Board said it appears to be an isolated issue.

K. Landscaping

An owner shared that the Aspen trees outside her unit have become overgrown and are affecting her view. Katie Kuhn stated that the Board is aware of this issue and will look into this matter. The Board will also tour the property to identify bushes that need trimming. Another owner commented that the Spruce trees could become a potential issue in a few years due to growth.

L. Real Estate Market

An owner requested an update on the current real estate market in Frisco. Katie Kuhn will request a report from a realtor. This topic will be added to the agenda for next year.

J. Parking Issues

An owner brought up the issue of hotel visitors parking on the streets around the Holiday Inn and Ramada Inn. He stated the back part of the hotels were being used for storage. He felt it negatively impacted the property. The Board will continue to work with management of the Holiday Inn and the Town of Frisco on this issue.

L. Security Cameras

Stacy Gilbert requested installation of security cameras for safety. The Board declined this request. She asked if she could install cameras for her own property. Katie Kuhn asked her to present a proposal to the Board for approval.

VIII. ELECTION OF MANAGERS

The terms of Duane Abbot and George Hart expired. Duane Abbot stated his willingness to step down from the Board. George Hart indicated he was willing to serve another term. Stacy Gilbert self-nominated and shared that she had experience as President of another homeowner association.

Tom Curran motioned to re-elect George Hart and to elect Stacey Gilbert to the Board by acclamation. Charles Tobler seconded and the motion carried.

IX. NEXT ANNUAL MEETING DATE

The next Homeowner Meeting will be held on Saturday, September 21, 2019 at 10:00 a.m.

Several homeowners thanked Katie Kuhn for her hard work.

X. ADJOURNMENT

A motion was made to adjourn at 11:31 a.m. The motion was seconded and carried.

Approved By: _____ Date: _____
Board Member Signature