

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

July 20, 2018

I. Call to Order

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 10:00 am on Monday, July 20, 2018. Present in person were Jim Sebben, Melissa Barrett, and Bruce Douglas. Tony Scalise and Tim Aylott attended via telephone. Kevin Lovett and Kelly Schneweis were present from Summit Resort Group. A quorum was present.

II. Owners Forum

Notice of the meeting was posted on the website. No owners, other than Board members, were present.

III. Review and Approve Minutes from the May 21, 2018 Board Meeting

Jim made a motion to approve the minutes from the May 21, 2018 Board meeting. Melissa seconded and the motion carried.

IV. Financials

The Board and Management reviewed financials as follows:

Year to Date Financials;

May 30, 2018 close financials report \$6,423 in the Operating Account and \$98,662 in the Reserve Account.

May financials report year to date operating expenses are \$399 under budget year to date.

Areas of significant expense variance were reviewed.

All planned reserve contributions were made for the fiscal year.

The Board discussed the financial report to be presented at the 2018 Annual Owner Meeting.

V. Managing Agents Report

SRG presented the following managing agents report items:

Completed items: The following items were reported on as complete:

Painting touch up

Landscape clean up, bed cleaning/ pruning and trimming

Tree treatments

Pool opening

VI. Ratify Actions Via Email

There were no actions taken outside of a meeting since the May 21, 2018 Board meeting to ratify.

VII. Old Business

The following Old Business items were discussed:

A. Roof replacement status; The roof replacement status was reported on as “complete”. Final inspections to include the “Durolast membrane” factory warranty inspection as well as the independent 3rd party” inspection are pending. Final payment will be released once final inspections are completed and any resulting punch list items are finalized.

B. Drainage Correction Project; The Board discussed plans to correct the drainage issues at the upper building and the stairs that run from the upper building parking lot to the pool area (the “South Exterior set of Stairs”). The Drainage Correction Project is a “3 -part” project:

-Project 1; Upper Building parking lot – The correction plan discussed for the upper building parking lot is to install a concrete drainage swale in the asphalt running from the front of the upper building around to the stairs that connect the upper parking lot to the pool area in efforts to properly drain water from the upper building parking lot.

-Project 2; “South Exterior Stairs” and drain pan – Correction plans to improve the drainage at the area South Exterior Stairs were discussed to include options such as installation of a set of elevated metal stairs that would be positioned “above” a new drainage swale as well as option to “flip flop” the location of the current set of stairs with the current location of the drainage swale (this would result in drainage swale being on “north side” of the stairs).

-Project 3; Drainage pan alongside of the pool – Replacement of the existing drainage pan that runs alongside of the pool, moving water from the bottom of the South Stairs to the lakeside of the pool was discussed. This project would work in conjunction with projects 1 and 2.

It is noted that the Board met on site prior to the Board meeting with an engineer to discuss the situation. The engineer will work on plans which will be sent to the Board for review and then once the design plan is approved, the project will be put out for bid. It is noted that cost estimate information has been obtained, prior to final engineering design, for budgeting purposes.

VIII. New Business

The following New Business items were discussed:

A. Annual Owner meeting; the 2018 Annual Owner meeting is scheduled for Saturday July 21st. The Board discussed meeting presentation plans. The picnic will be held on site at Anchorage West.

B. Owner Request to install Mechanical Chair lift; The Board discussed a request from an Owner to install a mechanical chair lift in the common area stairwell to access the Owners unit on the second floor. Upon discussion, the Board agreed that they approved the overall concept, subject to the following caveats and final Board review:

-Requesting Owner is required to provide plans for the installation to the Board for review; plans must include layout of mechanical lift, to include dimensions (must state how wide the stairwell is and how wide the mechanical lift is as other building occupants must still be able to move up/ down the stairs); plans must include “how” the mechanical lift will be installed (fixed to wall?). Plans must meet building code and permits must be presented as required.

-Requesting Owner is required to pay for the installation.

- Requesting Owner is required to pay for all maintenance and repair.
- Requesting Owner is required to pay for any removal/ reinstall needs for common area maintenance or access needs to other units.
- Requesting Owner is required to pay all fees for removal of the mechanical lift and any necessary repairs as a result of the removal of the mechanical lift upon cease of use of the mechanical lift or sale of the unit (whichever occurs first).
- Requesting Owner will be required to sign prepared document agreeing to the above items, prior to installation, if the Board and Owner reach agreement.

The above will be communicated to the requesting Owner.

C. Pool area key; The Board discussed a request from an Owner to “change” the pool gate key system in order to not need a key to “leave” the pool area. It was noted that the “interior” keyed lock to exit the pool was installed in order to keep unauthorized people from using the pool and accessing by “reaching over the gate” to open the lock. The Board agreed that at this time, the lock will not be changed.

IX. Next Meeting Date

The Next Board of Directors meeting will be held on Saturday July 21, 2018 after the 2018 Annual Owner Meeting.

X. Adjournment

At 10:54 am, the meeting was adjourned.

Approved: _____ 3-21-19 _____