

**HIDEAWAY
BOARD OF DIRECTORS MEETING
FEBRUARY 20, 2014**

The Board of Directors of the Hideaway Homeowners Association met on February 20, 2014, at the Wildernest Conference Center. Directors present were President Ed Mountford, Vice President Chris Dorton, Treasurer John Kortyka, Jeff Flenniken, Mark Wilson, and Linda Rothwell. Residents Rocky and Lisa Paden were in attendance. Attending from Wildernest Property Management (WPM) were Brad Gunn – Area Community Association Manager. President Mountford called the meeting to order at 4:37 P.M.

APPROVAL OF BOD MINUTES – November 21, 2013

RESOLUTION: Upon motion made, duly seconded, and unanimously carried, the request to approve the Nov. 21, 2013 board minutes passed.

January, 2014 FINANCIALS WERE REVIEWED AND DISCUSSED.

RESOLUTION: Upon motion made, duly seconded, and unanimously carried, the request to approve the JAN. 31, 2014 Financials passed.

MANAGEMENT REPORT:

Brad Gunn discussed the Hideaway Property Management Report.

The addition of the low-temperature sensors has had many beneficial results. Brad has made monthly status reports regarding this new safety detection system.

December 10th a domestic water line break in the hose bib supply line froze and ruptured between the units of 338 & 340 by the back patio. Jeff of 340 heard the leak and notified WPM to repair. All has been repaired.

During the week of December 17th, Kevin of Above All Gutter's caulked the gutters at 295 & 297 that were leaking onto the entrance sidewalk. As of February, these leaks are back and need to be addressed.

We have had various roof leaks in units 241, 340, and 328 due to ice dams. All unit leaks have been reported to Turner Morris Roofing and have been addressed.

The Heat tapes were turned on November 1, 2013 due to the freezing conditions and snow. They were set on timers which ran from 11 am until 7 pm. They will be turned off around May 1st, 2014 weather permitting. Timers were re-set on 2/21/14 to run from 6am until 6pm.

Above All Seamless Gutters has supplied a report, attached and took place last Friday, February 14, 2014.

Immediate Action Required:

- WPM to order hose bib freeze protection covers and install as a work order. Total of 40 required. Have been ordered as of 2/21/14.
- WPM to ask Raven Snow Fighters for the "best price" for snow removal/hauling from Phase II and Phase III. Email sent to Raven on 2/21/14 to request quote.
- WPM to contact Turner Morris Roofing for call back to unit 340. Mark Hubbard of Turner Morris will review during the week of on 2/24/14.
- WPM to monitor heat tape breakers and timers on a weekly basis. First check performed on 2/21/14, all OK and timers re-set.
- WPM to remove ice around dumpster locations. Completed 2/21/14.

NOMINATIONS FOR BOD POSITIONS:

Linda Rothwell accepted the position of Secretary for Hideaway Townhomes.

STATE MANDATORY POLICIES WERE REVIEWED AND DISCUSSED.

All policies have been reviewed and the board President to sign and return for WPM to post to the web site.

EAGLESNEST FINANCIAL ASSISTANCE FOR HIDEAWAY PLAYGROUND.

Board President proposed to Eaglesnest for funds which would be matched by Hideaway for the landscaping of the playground. Eaglesnest will announce decision in spring of 2014.

CAPITAL IMPROVEMENT PLAN DISCUSSION:

Concrete drain pans discussed along with the asphalt repairs in Phase III and II. Will all be reviewed during Spring walk-through. Roof replacement discussion consisted of obtaining three apples to apples bids from local, quality contractors. Roof may need to be addressed sooner than major maintenance schedule? Companies to bid inspection/repair include: Turner Morris, The Roof Company, and possibly Sanchez Builders.

DISCUSSION ON THE ATTORNEY'S RECOMMENDATIONS FOR SHORT TERM RENATALS:

After much discussion it was decided that Chris and Linda will develop a draft outline for the other board members to review.

SPRING WALK-THRU ITEMS TO INCLUDE: (Work day dates to be discussed with Guy L.)

- Heat tape and electrical needs to be assessed by Above All Seamless Gutters and Blue Bird Electric.
- Decorative logs at roof eaves in Phase III to be reviewed by Turner Morris and possibly covered?
- No parking signs and towing options to be addressed.

NEXT MEETING – May 8th, 2014.

ADJOURNMENT

The meeting adjourned at 6:20 P.M.

I hereby attest that these minutes are a true and accurate account of the meeting thus held on February 21, 2014.

Signed

Date

As _____
Board Position

Attachments: Heat Tape Report -

February 17, 2014

Kevin Osburn

Above All Seamless Gutter Systems

On Friday, February 14 from 1pm until 5pm, Kevin and Brad reviewed Hideaway Townhomes HOA. There are a total of 15 buildings with varying types of heat tape and varying locations. Below are the notes gathered during this inspection.

- Bldg. 1 (Units 197 – 207) – There is an old style heat tape installed on the entire Bldg. 1. This heat tape is denoted by a clear outer jacket and is an unknown brand of heat tape. The clear heat tape installed was on at the time of inspection. There were also no tripped breakers on Bldg. 1 at the time of inspection. The clear heat tape was not very warm, only creating very small channels in the ice. Various ice issues in the gutters, downspouts, and roofs as a result of the old clear heat tape. The majority of ice damming issues on Bldg. 1 is due to no heat tape installed on the roofs above the gutters. Raychem heat tape installed on the roofs and in the gutters would create channels in the ice allowing the water to escape.
- Bldg. 2 (Units 209 – 223) - Raychem Wintergard Wet Heat Tape installed on the entire Bldg. 2, with the exception of unit 223. The gutter and downspout above the entry to unit 223 has the old style clear heat tape, which was also not very warm and only creating very slight channels in the ice. All of the Raychem heat tape was on at the time of inspection and was working properly. There were also no tripped breakers on Bldg. 2 at the time of inspection. However, the Raychem heat tape does not appear to be installed on roof, only in the gutters and downspouts with the exception of unit 219. The majority of ice damming issues on Bldg. 2 is due to not enough heat tape installed on the roofs above the gutters. Raychem heat tape installed on the roofs would create channels in the ice allowing the water to escape.
- Bldg. 3 (249 – 259) No gutter installed on lower bldg. unit 249. The gutter is too small between 251 & 253. The small gutter on unit 251 & 253 is undersized for amount of water flowing off the top of the units. Raychem heat tape is also installed on bldg. 3 for the most part. The heat tape was all on and no breakers were tripped at the time of the inspection. Bldg. 3 had a few roof areas with heat tape installed, but also various areas without. Bldg. 3 looked to have less ice present, at the time of inspection, then some of the other buildings.
- Bldg. 4 (261 – 267) - All appears OK at this time.
- Bldg. 5 (261 – 267) - All appears OK at this time.
- Bldg. 6 (289 – 299) – Various gutters on building 6 are leaking and have been recurring issues. The gutters leak on the concrete slabs in the entry ways. Suggest replacing this section of gutters, due to poor original installation. Sealing these gutters is an option, but may continue to leak as a result.
- Bldg. 7 (269 – 279) – Some ice and snow was removed from the roofs in various locations before the inspection. The front side of building 7 looked fine at the time of the inspection. Minor icing on the roofs on the front due to no heat tape installed on the roofs. The old style clear heat tape is installed on the end units gutters and downspouts above the walk ways. All the other heat tape on the front appears to be Raychem. The back side of building 7 creates ice in several locations, mainly due to not enough heat tape installed on the units. All the heat tape was on and no tripped breakers were observed at the time of inspection.
- Bldg. 8 (237 – 247) - The front side of building 8 looked fine at the time of the inspection. Minor icing on the roofs on the front due to no heat tape installed on the roofs. The old style clear heat tape is also installed on the end units gutters above the walk ways. All the other heat tape on the front appears to be Raychem. Numerous ice dams were removed off the back of the building previously in the week, before the inspection. Heat tape needs to be replaced due to numerous heat tape splices and types. Bylan heat tape and Raychem are installed on the back side of building 8. One run of Raychem is actually spliced into Bylan heat tape. This is not a Raychem approved method of installation. Two different types of heat tape should not be spliced together. The back side of building 8 creates ice in several locations, mainly due to

not enough heat tape installed on the units. All the heat tape was on and no tripped breakers were observed at the time of inspection.

- Bldg. 9 (225 – 235) - Some ice and snow was removed from the roofs in various locations before the inspection. The front side of building 9 looked fine at the time of the inspection. Minor icing on the roofs on the front due to no heat tape installed on the roofs. The old style clear heat tape is also installed on the end units gutters and downspouts above the walk ways. All the other heat tape on the front appears to be Raychem. The back side of building 9 has all Raychem heat tape installed, that was working properly at the time of inspection. No tripped breakers were observed during the inspection. The back side of building 9 had some icing in various locations and needs more heat tape installed on the roofs. Building 9 heat tape installation is in better working order than buildings 7 and 8.

Phase Three heat tape looks to be OK at this time.

RECOMMENDATIONS:

1. WPM to continue to monitor time clocks and breakers. Set time clocks to activate at 6am until 6pm.
2. Need to replace some existing heat tape mentioned above and add heat tape in various locations.
3. A detailed survey with an electrician will need to be performed. This is important to understand the existing electrical circuits that are installed and to also see if additional circuits need to be installed. The electrical circuits need to be able to supply the installed heat tape with the correct amps to ensure the heat tape will work at its greatest efficiency.
4. Kevin, Above All Seamless Gutter Systems, has suggested using Whit Smith with Blue Bird Electric for any of the heat tape electrical service issues. Together, Kevin and Whit would be able to establish a long term solution to the current heat tape issues.