

**TIMBERLINE COVE  
BOARD OF DIRECTORS MEETING  
JUNE 20, 2012**

**MINUTES**

1. **Call to Order.** The meeting was called to order at 3:08 p.m.
2. **Attendance and Quorum.**
  - A. Board members in attendance either in person or via conference call were Jessica Bergan, Duane Abbot, Ed Chang, Sky Yost, and George Hart.  
  
A quorum was established.
  - B. Also in attendance via conference call was Bob Doran, Unit 202.
  - C. Representing Mountain Managers were Phil Wells and Judy Freese (via phone).
3. **Approval of 3/7/12 Board Meeting Minutes.** A motion was made, seconded, and passed to approve the minutes as written.
4. **Owner Forum.**

Bob Doran asked if the painting had been completed. Both exterior and interior painting have been done. The new wood on the south side around from the garage entrance needs additional paint and this will be taken care of. The painters cleaned windows after they were finished but if owners have paint splatters that were missed, they should notify Mountain Managers.
5. **Repair and Maintenance Report.** Phil read through the report covering the period of 02/12 through 05/12.
  - A. The Board asked if the exterior window washing scheduled for 8/13 and 8/14 could possibly be moved to an earlier date. Mountain Managers will check on this and let the Board know.
  - B. Motion sensors for the locker room lights were installed. Ed Chang noted the price seemed high and this will be checked and the Board notified. Jessica Bergan stated the lights seem to stay on too long and this will also be checked.
  - C. Duane Abbot mentioned that when he arrived at the complex the grounds did not look good. Weeds had not been taken care of, trash had not been picked up around the complex, and the lawns were brown in areas. Mountain Managers is aware of the issues and is working to make sure this does not happen again. Staff working at Timberline Cove failed to communicate problem areas to the office and did not take care of areas that they didn't realize were their responsibility. Mountain Managers is training 2 new people on what needs to be done and Greg will resume checking all properties at least once per week. Owners are asked to call Susan or Greg if they notice problems that are not being addressed.

It was also noted that there are turf issues throughout the County this year that are being amplified by the severe drought conditions. Comcast tore up the berm when they were installing fiber optic cable and never made the repairs. When the irrigation system was turned on, Mountain Managers repaired it (at Comcast expense) and will continue to pursue ways to get the berms back to an acceptable appearance.

Sky stated that some of the trees were not looking healthy. Duane explained that one dead tree was removed on 6/19 and 1 dead Aspen needs to be removed. Deep root feeding is needed but it's not worth it for dead or dying trees. The trees should also be checked for mites, etc. Celtic Landscape had provided a bid for pruning, deep root feeding and mulch. Mountain Managers often uses Colorado Tree Specialists for tree care and will get a bid from them for deep root feeding.

6. **Financials.**

- A. April / year-to-date financials were reviewed. Dues income is a little behind budget but all delinquencies listed in April were paid in May. The assessment appears to be paid in full and this will be checked to make sure it's accurate. Expenses were under budget on the majority of line items. Utilities were slightly over as was snow removal. The hot tub expenses were up (replaced heat exchanger and 2 new bubble wrap covers were purchased). Legal/tax was over budget but this may just be a timing issued with tax preparation. Overall, the HOA was \$4,803 under budget on expenses year-to-date. The bubble covers have not been noticed and Mountain Managers will check and make sure they are on site.

The balance in the checking account was \$27,028.91 and the money market account balance was \$60,992.06 (this may not include the final payment for painting - \$26,000).

7. **Old Business.**

- A. The Real Estate sign was discussed. It's a little on the minimalist side and could be more aesthetically pleasing. It was felt that this is not a very big issue and the sign will be left as is.
- B. Hot tub cover replacement bids were reviewed. Kaupas is usually the least expensive contractor Mountain Managers uses in Summit County. The covers are custom due to the shape and are budgeted for in the MCR. Both Jessica and Duane would like to see what these covers will look like before making a decision on replacement. Mountain Managers will check and see if there are pictures available. They were also asked to have Kaupas clarify the shipping and disposal fees (for one or both).
- C. Bollard installation in back of the dumpsters was discussed. Snow builds up behind both dumpsters and cannot be reached for removal. Placing bollards in the rear of the enclosure would keep the dumpsters towards the front. Mountain

Managers has spoken with Mountain Meadows (they share the dumpster enclosure) and since they do not have side door entry to their dumpster, they need access to the front lids. They can't use a side door because of capacity needs. They need their dumpster as far back as possible while TLC needs theirs forward. Deepening the enclosure is too expensive to be feasible. Putting bollards only on the TLC side will not solve the problem. It might be possible to have a smaller dumpster installed for TLC with more frequent pickups. This would allow staff to get behind the dumpster to shovel snow. Mountain Managers will check on this, and whether or not TLC currently has trash picked up once or twice per week and forward the information to the Board.

- D. Asphalt crack fill is scheduled for the afternoon of 6/27/12. This dries fairly quickly and should not have a heavy impact on parking/access, etc.
- E. Cooks Welding provided an estimate for putting spikes on top of the hot tub fence to make unauthorized entry more difficult. The spikes would cost \$7.00 each. After discussion, it was decided not to install the spikes. Surveillance cameras were talked about but these are expensive if you want something with enough resolution for identification purposes. The cameras also have to be monitored. Motion detector lights were also mentioned. The hot tub temperature is decreased at night but it takes a while to cool down. Jets cannot be turned on after hours. It was decided to wait and see how often unauthorized use is observed. Owners who see violators should call the police. This is the best deterrent. Word will travel that the police are called every time unauthorized people are in the hot tub area.
- F. Jessica asked about the 4<sup>th</sup> of July. A few years ago people would come to TLC to watch the fireworks, park in the drive and picnic on the lawn. Duane noted it's not as bad now as it has been in the past.

8. **New Business.**

- A. The broken chair and ottoman in the hot tub area will not be replaced.
- B. Celtic Landscape bid was reviewed. Additional bids have been solicited (Neils Lunceford) but have not yet come in. No decision will be made until Colorado Tree Specialists have given recommendations on what needs to be done for the trees. They do not do mulching but Mountain Managers will check on pruning.  
  
Mulch was last done in 2010. Celtic's bid was for \$1,600 for a good quality all wood mulch. When the bid from Neils Lunceford comes in it will be forwarded to the Board. They have been asked to bid everything that is included on the Celtic bid.
- C. Window washing was talked about. Only exterior windows that cannot be reached by owners are done.
- D. Duane stated that his Comcast bill went up substantially and asked what the HOA paid for. It was explained that the HOA pays for basic service (\$20-\$30 per month) and this does not appear on the individual owner's bill. This is paid by separate invoice to the HOA.

- E. Resort Internet was discussed. Jessica stated it was not fast enough and she had to upgrade with Comcast. Resort Internet supplies a limited bandwidth to the entire building, not to each unit. If too many people are on or too much streaming is being done, the system slows way down. If other owners are experiencing problems with speed and switching to Comcast, it may be work considering changing the internet to Comcast (probably about \$10 more per month per unit). Mountain Managers will check on when the Resort Internet agreement expires. Since this would affect all owners, it will be brought up at the next HOA meeting.
9. **The Next Board Meeting** will be held on September 12, 2012, 3:00 p.m. at Mountain Managers. The annual meeting is scheduled for September 22, 2012.
10. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 4:20 p.m.

Respectfully submitted: Judy Freese, Recording Secretary

**APPROVED:**

Approved via e-mail

6-30-12

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Jessica Bergan, President

Date