

**CROSS CREEK CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
March 15, 2013**

**I. CALL TO ORDER**

The meeting was called to order at 6:05 p.m.

Board members Bryce Hunt, Rob Luhrs, Dave Falk, and Carol Horn attended via telephone. Bob Rappold was represented by proxy. A quorum was present. Homeowners Art and Nancy Blumberg were present in person.

Representing Summit Resort Group were Kevin Lovett, Deb Borel, Peter Schutz and site manager, Jocelyn Banks.

**II. OWNERS FORUM**

Besides board members, owners Art and Nancy Blumberg were also present.

**III. APPROVE PREVIOUS MEETING MINUTES**

The minutes of the August 16, 2012 meeting were reviewed. Rob motioned to approve. Bryce seconded and with all in favor, the motion carried.

**IV. FINANCIAL REVIEW**

SRG reported on Year to Date Financials as follows:

**Year to Date, February 28, 2013 Financials**

February 28, 2013 close financials report \$19,467.25 in the Alpine Operating acct., \$11,190.64 in the Alpine 100 Bldg. Reserve Acct., \$10,308.43 in the Alpine 200/300 Building reserve and \$32,433.47 in the Alpine Ctr. Bldg. Reserve acct. The Operating Painting funds report \$1,500 in 100 building fund, \$11,250 in 200/300 painting fund and \$2,700 in the Center building fund.

P & L vs. Budget as of February 28, 2013

- General Operating Account Areas of Major Variance:
  - 677 General Building Maintenance Center Building \$1,983 under budget
  - 682 Pool and Hot Tub Maintenance \$1,464.87 over budget
    - Sand filter repairs
    - New top side controls for outdoor tub
- 100 Building Operating Variance:
  - \$1,005 under budget year to date total
- 200/300 Building Operating Variance:
  - \$130 over budget year to date total
- Special Assessment due April 2013
- A/R
  - CC207-current (lien filed, owner paid)
  - CC104-owner reports mix up with trust. Should be paid up soon

**V. MANAGING AGENTS REPORT**

SRG presented the following managers reports:

Completed Items

- Stone repair on clubhouse chimney
- Sto repairs were complete in the fall of 2012
- 200/300 third floor deck surface board replacement-included sleepers and underlayment
- Fall unit boiler inspections were complete in the fall of 2012-recommend completing in the summer (June) to allow ample time for repairs prior to the winter-board agreed and will be done in June from now on.
- Dryer vent cleaning was complete in the fall of 2012
- Fireplace cleaning and inspection was complete in the fall of 2012
- Leak repair to clubhouse-minor leak, reported at August 2012 meeting
- Annual Real Estate Commission Registration
- Installed additional Internet access points
- Annual fire systems inspections
- Quarterly clubhouse mechanical inspections
- Minor gutter improvements to clubhouse
- Hot tub
  - Sand filter repairs (indoor)
  - Leak repair indoor hot tub skimmer
  - Replaced top side controls (outdoor)
- Pool
  - Replaced the vinyl pool flaps between indoor/outdoor pool

Report / Pending Items

- Pool area ice-a new ice melt product is in use. It is also used for pool chemical balancing so it will be fine if it gets into the pool or hot tub.
- Slip and Fall-February 2013-rental guest staying in unit 207 slipped and fell on clear ice in the parking lot. Farmers is handling liability claim.
- 100 building roof warranty
  - \$170 per month
  - \$2,040 annual
  - Covers inspection in the spring and fall and minor maintenance such as caulking. No one from the 100 building was present; the Board agreed to send the survey out to the owners of the 100 building.
- Insurance renewal – SRG has shopped the insurance policies. Farmers rates increased by 8% over last year. SRG will send additional insurance proposals to the Board once they are received.
- HB1237
  - SRG explained the new HB1237 as follows:
    - Ratify Board actions via email will be necessary if actions are decided between meetings and votes are done via email.
    - Owner information posted on the website or made public must only include the name of the owner, mailing address and how many votes they have, unless permission is given, in writing, to provide that

information. The email addresses and phone numbers will not be posted on the website, but if permission has been granted to release, SRG will provide that information to another owner if requested.

- Board member lists must include name, address, phone numbers and email addresses.

## **VI. RATIFY BOARD ACTIONS VIA EMAIL**

- A. Conference Room usage by Summit Business Alliance, not for profit, no fee, monthly meetings. No cleaning will be needed. Priority will be given to those paying customers. A release will be signed by Summit Business Alliance. Carol made a motion to allow Summit Business Alliance to use the conference room with stipulations stated above. Bryce seconded and the motion carried.

## **VII. OLD BUSINESS**

- A. Decks/ Deck Railings
  1. 200/300 building 3<sup>rd</sup> floor deck surfaces replaced
  2. Conduct "annual" inspection and securing of all deck railings this Spring
- B. Sto Inspection - to be completed this Spring.
- C. Painting –Homeowner, Art Blumberg, suggested that getting a new color scheme would be a move in the positive direction. Proposed that if a new color scheme is desired, the HOA should hire an architect to come in and make recommendations. Peter contacted architect, Jerry Westhoff, and his charge would be \$75 per hour with approximately 8-10 hours of work necessary. Blumberg proposed having architect give 2 color renderings and send to membership for approval. Rob suggested only having two choices, and not three. Nancy Blumberg works with designers in her job and is happy to work with architect during the process. Nancy will get references and look at other jobs that the architects have done. Carol moved that SRG hire an architect to advise on a color scheme. Bryce seconded and with all in favor, the motion carried. Will also investigate light fixture replacement options with architect.
- D. Capital Plan Review – Kevin presented the capital projects plans and work planned for 2013 (Capital Projects for 2013 discussed below).

## **VIII. NEW BUSINESS**

- A. Annual Owner Meeting 2013
  1. Date: Friday, May 24, 2013
  2. Official Meeting Notice will be sent April 24, 2013
  3. The "draft" Meeting Notice Packet was reviewed.
  4. Will include the painting mailer with annual meeting mailer if it is ready for distribution by April 24, 2013
- B. Projects 2013
  1. Capital
    1. Center Building

- a. Board reviewed bids for options for resurfacing hot tub and pool.
    - i. Carol made a motion to proceed with the Poly One Coat. Bryce seconded and with all in favor, the motion carried.
  - b. Indoor pool/Hot tub area floor sealing - \$1,000 allocation
  - c. General Boiler HVAC repairs - \$5,000 allocation
2. 100 Building
    - a. Stone pillar caulking - \$1,500 budget
    - b. Sto Inspection – repair allocation is \$5,000
    - c. Sto structural failure allocation (unknown) - \$5,000
  3. 200/300 Building
    - a. Sto Inspection/repairs - \$5,000 allocation
    - b. Windows - \$3,500 allocation
    - c. Additional deck replacement for summer 2014
2. Non-Capital
    1. Exterior Building Painting
      - a. 100 - \$3,000 (not full paint)
      - b. 200/300 Building - \$22,500
      - c. Center - \$5,400
    2. Deck inspection – railing securing as necessary
    3. Dumpster enclosure repairs from bear (note, man door removed)
    4. Hot tub – new hot tub cover ordered (outdoor)
    5. Hot tub deck surface (outdoor) rubber coating \$500 – when water seeps through the wood hot tub surface, it gets on the electrical and shorts it out. Wires have to dry out before it can reset and reheat. Rubber coating should prevent water from seeping onto electrical components. Dave made a motion to apply this rubber coating. Carol seconded and with all in favor, the motion carried.
    6. Pool/hot tub fence – there is a section of fence around the hot tub (under the exterior stairs) that has never existed. The cost to close off this section with a fence is \$1,000. Rob recommended blocking off with firewood and place sign on it that it is “green” wood, so it wouldn’t be used. SRG will place firewood there.
    7. Window wash – decision to clean window exteriors this year - \$1,300 for all (same as previous years). Will be completed after painting unless it is well into fall, and then will defer until next spring. SRG will keep this item pending.
    8. Folding attic access - \$672 for replacement of attic staircase in managers unit. Dave made a motion to replace. Bryce seconded and the motion carried.
    9. 100 Building stone pillar caulking
    10. Paint exercise room this summer
    11. Bug inspection – will keep an eye on this, as Sto inspection is being complete.

**IX. NEXT MEETING**

The next Board meeting will take place Friday, May 24, 2013 at 5:00 pm before the annual meeting.

**X. ADJOURNMENT**

With no further business, Carol adjourned the meeting with a motion at 7:09 pm. Bryce seconded and the motion carried.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_