

**CROSS CREEK CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 23, 2008**

The meeting was preceded by a complex walk around from 3:00 pm to 4:45 pm. Items of note will be discussed during the meeting.

**I. CALL TO ORDER**

Dave Falk called the meeting to order at 5:10 p.m.

Board members Rob Luhrs, Bryce Hunt, Carol Horn, Dave Falk, Bob Rappold and Lindee Sebald were present.

Representing Summit Resort Group were Kevin Lovett, Peter Schutz and Evert Sandoval.

**II. OWNERS FORUM**

The meeting notice was posted on the website. No Owners, other than Board members, were present.

**III. APPROVE PREVIOUS MEETING MINUTES**

Carol Horn made a motion to approve the minutes from the 1-11-08 Board meeting; Bruce Fleet seconded and the motion passed.

**IV. FINANCIAL REVIEW**

Kevin Lovett and Carol Horn presented the year to date financials as follows:

April 30, 2008 close financials report that April 2008 close fund balances are:

- \$54,376 in the Operating fund
- \$39,485 in the 100 bldg fund
- \$54,207 in the 200/ 300 bldg fund
- \$53,599 in the Center bldg fund.

April 30, 2008 Profit and Loss reports that we are operating \$972.73 under budget in operating expenses.

It was noted that the annual budget for Management fees was cut by \$30,000 from the previous, 06-07, annual budget. This was a typographical error. Bob Rappold moved to revise the annual budget to include \$36,000 in account 611 (Admin Management fees) and include \$7,800 in account 612 (Additional Maintenance Hours); Bruce Fleet seconded and the motion passed.

Lindee Sebald noted that the account "Depreciation – Center Building" (\$3372 in the Operating fund budget Remaining Analysis report) should be moved down to the bottom of the report with the "Depreciation" line.

It was also noted that the Utility accounts for the center building should be combined into one account.

SRG will see that account numbers are added to the reports.

## V. **MANAGING AGENT'S REPORT**

SRG presented the following report:

### Completed Items

Sauna replacement  
Stained ceiling tiles in the conference room replaced  
Snow melt mat purchased and utilized  
Repairs to 100 bldg from Waste Management Truck  
Fire Security Monitoring transfer to Allied  
Touch up Painting throughout the complex  
Repair items complete to clubhouse boilers/ mechanicals  
Insurance premium negotiations with Farmers on Cross Creek behalf; added to SRG blanket policy and now premium is \$7502

### Report / pending Items

Internet – The Comcast proposal was not approved due to the “one-sided” contract presented by Comcast. Bryce Hunt continues his hard work on the issue and is working on a proposal from a company specializing in high –gain wireless systems. Bryce will keep the Board posted on his findings.

Window Cranks –There are 16 window cranks in need of repair, 11 of them have glued down sills. The cost of the replacement crank is approx. \$20 ea and the cost to install ea is approx \$20. The cost of the replacement sill pieces are approx. \$20 ea and the cost to remove and install is approx. \$20 ea. Total cost is \$1080. The Board instructed SRG to complete this project.

Stream Maintenance- Western Ecological Resources has been contacted and states that the creek should be checked and monitored regularly by maintenance for erosion, flooding potential, obstruction and beavers. Should a problem arise, they can assist with remedy.

200/300 building exterior entry and stair painting- the majority of the paint on the 200/300 stairs has peeled over the winter. Platte River, the painting company that completed the 200/300 building painting work in Fall of 2007, stated that this is not considered a warranty item per the contract. SRG was instructed to find the contract and present to the Board as well as to have a representative of the paint brand used inspect the job. Further action is pending.

### Major Projects

SRG presented a report including bids received on the “Major Projects” slated for completion during the summer of 2008.

### *Landscaping*

Overall landscaping - spring clean up underway; irrigation system turn on weather dependant. The entry area beds are to be cleaned up during the Owner Work session to follow this meeting. SRG was instructed to solicit a proposal from a landscape company to improve the front entry area within a budget of \$2500. SRG will present the proposal to the Board for final review.

SRG will have flowers planted in June and will keep the flowers watered.

### *Building 100 painting and siding repairs*

SRG presented five (5) painting bids which include separated cost estimates for siding repairs. Four (4) main areas of siding repair were noted during the walk around inspection. SRG will contact Sunshine Painting to solicit a bid and SRG will contact Tom Hallin once the bid is received to review all bids and discuss the project.

Discussion took place on paint color; Lindee Sebald volunteered to head up the color committee.

### *Stone and pebble floor repairs and cleaning*

Discussion took place regarding the necessary repairs to the exterior pebble floor around the pool and exterior hot tub; repairs are also necessary near the door from the exterior hot tub to the interior hot tub. River Rock Resurfacing is scheduled to inspect and provide bid on Tuesday May 27<sup>th</sup>. SRG will send the proposal to the Board.

River Rock Resurfacing did supply a bid of \$1001 to clean and reseal the interior hot tub floor area as well as the interior stone floor of the clubhouse. Approval of this will be provided by the Board via email in conjunction with the repair to the exterior pebble floor.

### *Clubhouse Tile Project*

SRG presented bids to remove and replace tile in the clubhouse locker rooms and bathrooms. Upon review of the bids and inspection of the areas, Carol Horn moved to replace the wall tiles of the locker rooms (both men's and women's) with cost not to exceed \$8640 and to clean the locker room floors with a grout cleaner application; Bruce Fleet seconds and the motion passes.

### *Interior hot tub surface repairs*

SRG presented bids to resurface the interior hot tub. Upon review of the bids Carol Horn moved to accept the Zeli Construction bid of \$5200 to complete the resurfacing of the interior hot tub; Bob Rappold seconds and the motion passes.

### *200/300 Gutters*

SRG instructed to contact an engineer to design a system to move roof runoff water from the center section of the 200 and 300 buildings. The overall plan is to have at least the ends of the buildings guttered and heat taped by Fall of 2008. SRG will email the Board the engineers report and bids for install.

**VI. OLD BUSINESS**

**A. Owner Day Projects**

The Owner work Day and BBQ will take place on Saturday May 24<sup>th</sup>. Projects slated include landscape cleanup and staining of the hot tub area.

**VII. NEW BUSINESS**

**A. 2008 Annual Owner Meeting**

The 2008 Annual Owner Meeting was originally scheduled to take place on September 13, 2008; however, the majority of the Board can not make this date. Therefore, SRG will poll the Board to determine if August 30, 2008 will work as an alternative.

**B. 2008-09 Proposed Operating Budget**

Kevin Lovett and Carol Horn will prepare the proposed operating budget for 2008-09 and present the budget to the Board by July 15<sup>th</sup>. The Board will be given ten days to review and offer comment. The Proposed operating budget will be mailed to the Owners with the official Annual Owner Meeting notice, 30 days prior to the Annual Meeting.

**C. Trim work in hallway going from clubhouse hallway to pool entry (next to the water fountain)**

SRG instructed to replace the trim work in the hallway leading from the clubhouse area to the pool entry as well as the corner strip.

**D. 200/ 300 building window painting, caulking and sto repairs**

SRG instructed to get a bid to complete caulking and painting of the wood windows on the creek side of the 200/300 buildings that are in bad shape and get a bid to complete the sto repairs necessary on the creek side of the 200/ 300 building.

**E. 200/ 300 building interior window sills**

SRG instructed to get a bid to complete the staining of the interior window sills of the 200/ 300 building.

**F. 100 building downspout / diverter**

SRG instructed to install a gutter connection piece to connect the downspout to the gutter drain / diverter if necessary at the 100 bldg. to prevent water from backing up and running under the siding.

**G. Walk around miscellaneous items**

The following were miscellaneous items to be completed from the walk around:

- remove the video game machine in the clubhouse
- re-mortar the top stone pieces on the pillars at the front of the 100 bldg.
- throw the old pool chairs out
- move the nice black chairs and table from the upper exterior deck down to the pool area
- complete repairs to the 100 bldg heat tape

- contact XCEL energy about the broken ground cap near the 100 bldg transformer
- install 2 five foot gutters (no heat tape) on the clubhouse where the water was leaking into the soffit

**VIII. ADJOURNMENT**

With no further business, the meeting was adjourned at 7:55 p.m.

Approved By: \_\_\_\_\_

Board Member Signature

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