

Lake Dillon Condominiums Association
Board of Directors Meeting Minutes
September 30, 2016

I. Call to Order

The meeting was called to order at 12:30 PM. Board members Tim Murphy, Scott Roper, Ken Lehman, Forest Scruggs, Walt Spring and Julie Hummel attended via telephone. Jeanne Berggren attended in person. A quorum was present. Kevin Lovett was present on behalf of Summit Resort Group.

II. Owners Forum

No owners, other than Board members, were present.

III. Approval of Meeting Minutes from August 5th and 6th 2016 Board Meetings

Julie moved to approve the minutes from the August 5th and 6th 2016 Board meetings as presented. Walt seconded and the motion carried.

IV. Financials

Association financials were reported on as follows:

August 30, 2016 close financials report:

\$6390 in Operating

\$91,043 in reserves

The P & L vs budget reports \$121,045 of actual expenditures vs \$124,186 of budgeted expenditures.

Major area of expense variance were reviewed to include:

5005 R & M \$3974 over (zone valves, leak repairs)

5270 Legal \$1375 over

It was noted that there are \$6480 of planned reserve contributions pending for 2016. The contributions will be made as cash becomes available.

Kevin reported that 2017 Budget planning was pending.

V. Actions via Email

There were no actions via email completed since the last Board meeting.

VI. Managing Agents Report

Kevin Lovett reported on the following items:

-Fall item update

-irrigation blown out; complete

-fireplace inspections; to be scheduled for this Fall

-snow plowing plans 2016-17; RFP sent to multiple snow plow companies. Hilco (company that has provided plow service in the past) as submitted proposal with the same costs and terms as in years past. It was noted that Hilco has provided acceptable service in the past, has the proper equipment and is familiar with the property. Last year, Hilco did tear up some of the lawn, but they did make repairs at their expense.

-Housekeeping – Kevin reported on steps taken to improve the housekeeping in units:
From the Housekeeper side, we have:

- Talked with Absolute Clean (Leslie) the company that has been doing the cleaning for past few years; informed her of the issues, she has fired the cleaner that was doing most of the units at LDC
- Moved 6 units “away” from Absolute clean and hired a new cleaning company to do these 6 units
- Created competition amongst the cleaners
- Reviewed our expectations with both

From the SRG side, we have:

- Created a new position designation “housekeeping manager/ inspector” who is responsible for overseeing all cleans and inspections (now one direct person responsible)
- Updated inspection cleaning log (the log was attached and Board members were encouraged to review and send in any additions they would like to see to list)
- reviewed our expectations with housekeeping manager / inspector
- plan to hire additional inspector helper as we enter busy season

A list of items/tasks to be cleaned/performed was provided to Board members for their review and comment.

-Hot tub area “trim fixes”; in order to improve the looks of the hot tub area, trim will be installed to cover the failed drywall areas

VII. Old Business

The following old Business items were discussed:

A. Stair replacements;

The Stair replacements should take place in early October.

B. Heating system noise, air bleed;

The project of solving the “noise in the pipes” has been pursued. In talking with contractors, they believe that the noise is due to air in the plumbing (heat) lines and that we simply need to bleed the air out of the lines. Each heating zone within each unit has a bleeder valve assembly on it – the purpose is to be able to purge air out of the heating system. However, the majority of the air bleeder valves are corroded / frozen shut (as are the majority of the “spigot” knobs). There are 66 total assemblies in the building. The replacement of the air bleeder and assembly to include both shut off “spigots” will allow management to then do as needed bleeding of the air out of the heating system.

Various proposals were presented and reviewed in efforts to remove the air from the system and alleviate the noise.

Upon review of the options, which carried costs of between \$5000 and \$26,000, the Board agreed to replace the air bleeder assemblies in “middle unit zones”, where complaints have mainly stemmed. The project will begin with replacement of the air bleeder assemblies (to consist of spigots, air bleeders and zone valves) in the units above

207, 208 and 209. SRG will let the Board know when these are complete; the Board will then provide feedback as to the noise. Additional air assembly zones can then be replaced as necessary with those in units 207, 208 and 209 being replaced first.

In addition, SRG is working to have a “preventative maintenance” and safety inspection of the mechanical systems completed; SRG is working to obtain further cost estimates and will report information to the Board prior to completing.

C. Hot tub clubhouse facility discussion

The Board discussed the hot tub/ clubhouse facility project. The Owners at the 2016 annual owner meeting approved a \$10,000 spend to obtain construction drawings in order to retrieve firm construction cost estimates. SRG reported on the discussions with architects and presented proposals received from Obryan Architects and JWA Architects. Upon discussion, Walt moved to proceed with the JWA proposal of \$10,000 to produce “Design Development” plans which will be presentable to contractors to obtain construction quotes; once construction quotes are received, the Board will discuss further and plan to present to the membership; Scott seconds and the motion passed 5 to 2. SRG will contact JWA and have him proceed.

VIII. New Business

The following New Business item was discussed:

A. Comcast HD box replacement – Approximately 15 of the existing HD Comcast TV boxes within units will be obsolete at the end of October. Comcast is scheduled to replace all of the HD boxes in need at Lake Dillon Condos this October 5, 6, 7th. SRG will coordinate communication to owners as well as the actual replacement.

IX. Next Board Meeting Date

The next Board meeting will be scheduled as needed.

X. Adjournment

At 1:30 pm the meeting was adjourned.

Approved by: _____ SOF _____

Date: _____