

**TENDERFOOT LODGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 20, 2016**

Breckenridge Mechanical Pre-Meeting

Before the meeting, the Board of Directors, Summit Resort Group, and Breckenridge Mechanical sat down to discuss an Observations Report prepared by Don Dew with Breckenridge Mechanical. The report contained information on the mechanical room's components, their expected life, and recommended repairs with estimates. A preventative maintenance agreement was also included, which the Board agreed would be beneficial for Tenderfoot in an effort to extend the life of the expensive and complex mechanical systems. The Board approved miscellaneous work and the maintenance agreement.

Property Walk Through

After the meeting with Breckenridge Mechanical, the Board walked the property with SRG. Painting, asphalt, carpet cleaning, and roof issues were discussed. The Board approved seal coating, crack filling, and re-striping of the driveway, SRG will prepare bids for carpet cleaning, and try to find a paint match for the interior hallways of the west wing. After looking at the roofs and gutters, the Board would like Turner Morris to attend the next Board meeting to help answer questions. SRG will set this up.

**I. CALL TO ORDER**

The meeting was called to order at 12:15 pm in the Tenderfoot Lodge Great Room.

Board members in attendance were:

Eric Geis  
Virginia Johnson  
Gary Johnson

A quorum was present.

Representing Summit Resort Group were Kevin Lovett, Katie Kuhn, and site manager Aaron Hofmeister.

**II. OWNERS FORUM**

Notice of the meeting was posted on the website. No Owners were present other than Board members.

**III. APPROVE PREVIOUS MEETING MINUTES**

The minutes of the February 19, 2016 Board Meeting were reviewed. A motion was made to approve the February 19, 2016 meeting minutes. The motion was seconded and with all in favor, the motion carried.

**IV. FINANCIALS**

The current financials were reviewed as follows:

April 30, 2016 fiscal year end close balance sheet:

\$46,062 in Operating

\$162,086 in Reserves

\$57,575 in CD

April 30, 2016 P & L vs budget reports \$195,554 of actual expenditures vs. \$204,605 of budgeted expenditures. An underage of \$9,050.

Areas of significant variance include:

659- Electric Utility \$2,381 under

666- Snow Removal \$575 over

670- Fire Safety \$1,090 over

- Rebuild two backflows (\$1,685)

671- General Building Maintenance \$9,523 over

- \$3150 Dryer Vent Cages
- Garage (\$654 Total)
  - o \$389 Door Keypad
  - o \$125 Repair, Reset Loop Detector
  - o \$140 Chain Tensioner
- Leak Repairs (\$1310 Total)
  - o \$200 Drain Line Clear
  - o \$610 Unit 2628, TM Leak Repair
  - o \$180 Unit 2628, Drywall Repair
  - o \$320 Zone Valve Replacements
- \$2660 Deck Railings (\$860 Materials, \$1800 Labor)
- \$1375 Mat cost (\$603 posted)

672 – Plumbing and Heating \$4,536 under

677 – Spa Repairs and Maintenance \$9,944 under

683 – Unit Refurbishment \$4,285 under

A/R: All dues are current. SRG will send small balance letters to owners who still owe for fireplace inspections and dryer vent cleaning.

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

### Completed Items

- Mats for Great Room ordered and placed
- Roof snow and ice removal
- Two failed backflows rebuilt
- Garage door serviced
- Replaced and reprogramed RPM sensor for garage door
- Replaced blown fuse on 1 pump circuit, cleaned connection
- Replaced motor at pump 1
- Root feed spruces
- Leak in great room repaired

### Report Items

- Trash compactor to be installed week of 5/23
- Gutter above clubhouse entry- cannot be installed due to lack of good downspout placement

### Pending Items

- LED light conversion (ongoing)

### Boilers/mechanicals

*Repairs completed:*

- Blown fuse on 1 pump circuit replaced, cleaned connections
- Replaced motor at pump 1

Leaks

- Leak in great room – Repaired by Turner Morris. They removed wood decking and found water to be entering at base of post. New ice and water shield was installed around the 12 by 12 beam and sealed the top around with caulking.
- Drywall repair in progress at 2628 due to roof leak.

**VI. RATIFY BOARD ACTIONS VIA EMAIL**

A motion was made to approve the following actions via email:

- 3/18/16 Insurance Renewal and Lower Deductible (Approved)
- 4/6/16 Policies (Tabled)

The motion was seconded, and with all in favor the motion carried.

**VII. OLD BUSINESS**

- Ski locker locks –New locks were purchased for interior ski lockers. Letters will be sent to owners requesting a copy of their key so that the HOA can change the lock at no charge. If a key isn't provided to the Association by the set deadline, they will be billed if the lock is changed at a later date.
- Major Maintenance Chart- The MMC was discussed. After the walk through, the Board found that the majority of the building was due for staining now, as opposed to down the road. Paired with the acceleration of the seal coat and various mechanical room repairs and improvements, some figures will have to be adjusted to budget for the upcoming expenses. SRG and the Board will review the budget and account for the changes.

**VIII. NEW BUSINESS**

- Seal Coat/ Crack Fill/ Striping – The board reviewed the estimates and the condition of the asphalt during the walk through. Jet Black's bid was approved for \$3,098 and \$275 for striping from Mountain Striping.
- SB-100 Policies were reviewed by the board. After much discussion, a motion was made to approve the policies. It was seconded and the motion carried with all in favor.
- Security Contract – The board discussed the security contract with On Guard Security. There will be no price increase, and the contract will be drafted soon for the Board to approve.
- Management Agreement – The management agreement was discussed, and the Board voted to renew the contract with all in favor.

**IX. NEXT MEETING DATE**

The next meeting date is Friday, August 5<sup>th</sup> at 4:00 pm.

**X. ADJOURNMENT**

With no further business, the meeting was adjourned at 6:16 pm.

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

Board Member Signature

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