

**Tarn Landing Board
of Directors Meeting
April 16, 2016**

I. Call to Order

The meeting was called to order at 5:00 pm. Board member present via telephone was Jeff Scott. Present in person were Dave Owens and Mike Barinek. Representing Summit Resort Group were Kevin Lovett and Deb Borel. A quorum was present.

II. Introductions/ Owners Forum

It was noted that there were no owners, other than board members, present. Notice of the meeting was posted on the website.

III. Approve Minutes from November 25, 2013 Board Meeting

The board reviewed the minutes from the November 7, 2015 pre and post Annual Board of Directors meetings. Jeff made a motion to approve the minutes as presented. Dave seconded and the motion carried.

IV. Financials

SRG presented the following:

Financial Report as of December 2015 fiscal year end close

December 2015 close financials report that Tarn Landing had \$45,394.86 in Operating and \$39,314.22 in Reserves.

December 2015 close reports that the association closed the fiscal year with an Operating surplus of \$9,799.22.

Financial Report as of February 29, 2016 close

February 2016 close financials report that Tarn Landing has \$42,418.95 in Operating and \$52,876.57 in Reserves.

February 2016 reports that the association is \$26.43 over budget in expenses. The main reason for the overage is snow removal. This is due to 2015 snow removal bills being expensed in 2016. SRG will make sure that all 2016 bills are paid in this fiscal year, so this doesn't happen again in 2017.

It was reported that as of February 2016 close, all Reserve contributions are current, and all owners are current with dues. Many have pre-paid.

Capital Plan

The board reviewed the capital plan.

- This plan is used as a tool to layout future expenses and determine funding needs for major repairs, replacement items and improvements, as they are needed.
- Deb discussed the projects the Capital plan indicated for 2016.
 - Exterior Deck Painting - \$5,500 allocated
 - Entrance Sign - \$1,000 allocated
 - Crack Fill - \$800 allocated
 - Pump for B building - \$1,000 allocated
 - Hot tub cover - \$671 (actual cost will be \$400)

- Dryer Vent Cleaning - \$2,200 allocated

V. Managing Agents Report

A. Completed Items

- i. Sent Post Annual Meeting Mailer to Owners
- ii. Removed Boiler Room Floors from Capital Plan
- iii. Roof Snow and Ice Removal as Needed
- iv. Placed recycle sign on dumpster door
- v. Dave hung “Tread lightly on stairs” signs on two of the buildings. He will hang the signs on the C building as weather permits.
- vi. Dave was instrumental in working with the Town to place “Cross traffic does not stop” signs on the corner of Ten Mile Drive and Lake Point Drive
- vii. Reimbursed owner of unit A11 the \$40 for the clog overflow

B. Pending Items

- i. Dryer Vents will be cleaned in May
- ii. SRG continue to monitor the drainage in front of C building
- iii. Hot tub cover will be replaced in May - \$400
- iv. Hot tub code will be changed in May to 231
- v. Ribbons will be placed in early spring to deter birds nesting

C. Report Items

- i. Building A backflow for fire sprinkler system was repaired, per Frisco requirement
- ii. No roof leaks this year
- iii. Spoke with Town of Frisco about the blowing trash and they have promised to monitor it daily
- iv. Log towel rack was removed by someone. There are additional racks outside as well as one in the bathroom. SRG will repair the wall if it has not been already.
- v. As follow up from the October 23, 2015 Board meeting, heat tape for the roof above B4 would cost \$8.50 per linear foot and 20-30 feet would be needed. Cost would be between \$170 and \$255. Jeff made a motion to place heat tape above A6, A8 and B4. Mike seconded and the motion carried.
- vi. SRG will monitor the maintenance of the lawn this summer.

VI. Motions via Email

Dave made a motion to approve the following actions via email.

A. 1/23/16 – Spare pump for B building for heat and hot tub – approved and installed

B. 3/9/16 – 2015 Tax Returns and Insurance Renewal Approval
Jeff seconded and the motion carried.

VII. Old Business

A. Dryer Vent Cleaning – this will be done in May

B. Entrance Sign – The Board reviewed the bid from House of Signs to re-design the entrance sign. SRG will obtain other bids. SRG will also obtain bids to paint the sign, and not redesign it completely. Bids will be emailed to the Board.

C. SRG will get a bid from Rob Burke to stain and repair the signs that hang over the entrances.

- D. Sewer Line Scoping – All Phases reports that the sewer lines do not need to be scoped, as they are clean
- E. Boiler Room Repairs from January 2013 to present – The Board reviewed the short list of recent boiler room repairs. SRG will meet with Joe and obtain a bid to replace the boilers in each building. The capital plan will be changed to reflect the projections.

VIII. New Business

- A. Roof Leaks and Repairs 2015-16 – There have been no roof leaks this winter season. SRG has been proactive in removing the snow and ice before leaks occur.
- B. Landscaping 2016 – The Board reviewed a bid from Neils Lunceford for tree spraying and pruning. Dave made a motion to accept the proposal from Neils Lunceford. Mike seconded and the motion carried. SRG will make sure that all of the landscaping is getting irrigation.
- C. Preferred Window Replacement Vendor – As a follow up to the Annual meeting, the Board discussed options for window replacement vendors. Mike and Deb will meet with a contractor to determine a preferred replacement window. Will consider an option with Renewal by Anderson and Pella windows. Mike reported that he installed a fan in his attic to make the loft cooler.
- D. Mulch in raised beds – It will be determined at the walk through if raised beds are in need of mulch refreshing.
- E. 2016 Staining Needs – The Capital plan calls for deck staining this summer. The Board reviewed the bids provided in their packet. Dave made a motion to hire Summit Color Service to stain all deck horizontal surfaces this summer. Mike seconded and the motion carried.
- F. 2016 Spring Walk Around – SRG will poll the Board in early May to set a date for this.
- G. Fire Sprinkler Report Review – In the fall, the Glycol will be tested, and then Western States will be hired to add what is necessary. SRG will work with Western States to do the testing at no cost to the Association.
- H. Dave noted that snow removal is going well this winter.

A. Next Meeting Date

The next Board of Directors meeting will be set after the spring walk around. A date will be determined based on timing of this.

B. Adjournment

With no further business, Dave made a motion to adjourn at 6:00 pm. Mike seconded and the motion carried.

SOF Dave Owens

Approved by

October 27, 2016

Date