

The Lodge at Riverbend Board Meeting Minutes
April 15, 2015

I. Call to Order

The meeting was called to order at 3:00 pm. Board members present in person were Jill Meola, Dennis Longhofer, and Gerri Walsh. Representing Summit Resort Group in person were Deb Borel, Kevin Lovett, Michael Kellett and site manager, Jonathan Dunn.

II. Introductions / Owners Forum

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

III. Approval of Minutes

The Board reviewed the minutes from the November 26, 2014 Board meeting. Gerri made a motion to approve the minutes from the board meeting as presented. Jill seconded and the motion carried.

IV. Financials

A. March 31, 2015 close financials report that The Lodge at Riverbend account balances are as follows:

- \$17,803.15 in the Alpine Operating
- \$38,965.68 in the Alpine Reserve Money Market Account
- \$ 5,055.18 in the Alpine CD – expires 5/15/17
- \$55,182.98 in the Alpine CD – expires 7/28/18
- March 2015 P & L Reports that the association is \$18.08 under budget in Operating expenses.
- Variances were reviewed.
 - 668 Gas- \$1,997 under
 - 671 Building maintenance- \$1,002 over
 - 677 Hot tub maintenance and repair- \$838 over
- As of March 2015 close, all Reserve contributions are current.
- All owners are current with dues.
- The Board approved the financials as presented.

V. Managing Agents Report- Deb Borel reported on the following:
Complete Items

- Replaced all rugs in common areas that were in disrepair.
- Placed Recycle, Trash and Caution Falling Ice signs at the appropriate locations.
- Sent blast email to owners regarding recycling.
- Changed code on hot tub access door. The code for the hot tub access doors will be changed on an annual basis.
- Determined who owned the bicycles and re-located the rack so that it would not interfere with parking spot.

- Tightened the light fixture outside unit 202.

Report Items

- Insurance – Currently LRB has \$2M of liability and D & O limit on top of the \$5M umbrella. Reducing the limit to \$1M would save the association \$218 annually. SRG reported that a \$1M limit would be sufficient, given that the association has an umbrella limit of \$5M. Gerri made a motion to reduce the liability insurance to \$1M. Jill seconded and with all in favor, the motion carried.
- Staining Needs – A walk around of the exterior complex was conducted and a scope was determined for areas in need of stain and siding repairs. SRG will create a request for proposal and gather bids for the project.
- SRG continues to monitor parking spot 207 for ground water seepage.
- Unit 208 had a washing machine leak that went into the garage. There was no damage to unit 108. The owner of unit 208 will pay for repairs to the garage.
- Fire sprinklers, alarms, and extinguishers have been inspected.
- SRG will turn on irrigation when necessary.
- Spring reminders
 - Joy would like us to remind owners not to walk or allow dogs to walk in garden area.
 - Owners will be reminded to remove bikes from the garage bike rack if the bikes are not in working condition.
 - The board is seeking volunteers to plant seedlings around the complex.
 - A notice of construction to the hot tub floor repair will be included in the spring reminders to owners.
 - Pick up after pet reminder.
 - Deck staining reminder.

Pending Items

- Garage ceiling tape repair.

VI. Motions via Email

Gerri made a motion to ratify the following action via email.

12/19/15 Sanchez builders to repair garage ceiling and repair hot tub floor.

Dennis seconded and with all in favor, the motion carried.

VII. Old Business

No Old Business was discussed.

VIII. New Business

A. 2015 Capital Projects

- Hot tub floor – Jill made a motion to have Armando repair the hot tub floor with the broom finished concrete. Dennis seconded and the motion carried. SRG will confirm the cost with Armando.
- Foundation waterproofing – This discussion will be tabled until a later meeting.
- Tree Spraying – trees will not be sprayed at this time.
- Voles – The Board agreed not to bait the voles.

- Smoking – The Board agreed not to put a smoking policy into place.
- Asphalt – The Board agreed that this would be completed in 2016, since the asphalt is still in relatively good condition. This expense will be moved to next year on the capital plan. SRG will re-stripe the parking lot this summer.
- Boiler Room wish list
 1. The 3 existing water heaters were discussed. Joe with All Phases Plumbing reports that the 3 existing systems were installed so that if one of the heaters were to fail, it would compromise the other 2 systems resulting in their failure as well, leaving the complex with no working hot water heaters. Joe recommends replacing the 3 existing heaters with new systems and plumbing.
 2. In addition to this, he recommends a glycol flush. After discussion, the board decided to collect additional bids and opinions on the existing hot water heaters and glycol system.

Dennis made a motion to approve the purchase of a backup boiler pump. Having the pump on hand will prevent units from being without heat for extended periods of time were the current pump to fail. Gerri seconded, and with all in favor, the motion carried.

- B. HB 1254 – Beginning in 2015, there is new legislation that requires Management Companies to disclose their fees to the Board of Directors. SRG presented the Management Fee Disclosure to the Board.
- C. SRG will collect bids for window washing services at the complex.
- D. SRG will schedule to have the common area carpets cleaned in May.
- E. The garage will be power washed in the spring. This will be conducted annually, and added to the spring maintenance schedule.
- F. Additional rubber mats will be purchased for the hot-tub area.
- G. A list of work day items will be compiled to include the following:
 - Touch-up paint of the hallway walls, especially the lower portion
 - Painting of common area doors
- H. Drywall repair will be scheduled for the water-damaged portion of drywall next to door 106 in the garage. Since the drywall continues to get moisture, this will be considered when the repairs are made.
- I. An extensive crack in the concrete of the garage floor was discussed. Options to repair the crack will be investigated.

IX. Next Board Meeting Date

A date for the next board meeting will be set before the annual owner meeting.

X. Adjournment

At the conclusion of the staining assessment walk through at 4:35 pm, the meeting was adjourned.

Approved by: _____ Date: _____