

**VILLAS AT PROSPECT POINT CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 13, 2010**

I. CALL TO ORDER

The meeting was called to order at 5:35 p.m.

Board members present were:

Rob Bullard, President
Scott McLean, Secretary
Sean Cavins, Member

Kevin McClain, Vice President
Tony Peterson, Member

Representing Summit Resort Group were Peter Schutz and Kevin Lovett.

II. OWNER FORUM

No owners were present.

III. APPROVAL OF PREVIOUS MEETING MINUTES

It was requested that in Section V.D. to strike #3 and the unit number and to add the remainder of the statement to #2.

Tony Peterson made a motion to approve the June 18, 2010 Board Meeting minutes as amended. Sean Cavins seconded and the motion carried.

IV. FINANCIAL REVIEW

A. Year-to-Date Financials as of July 31, 2010

1. Total Checking/Savings - \$351,527. This included \$22,016 in the Operating account and \$75,232 in the Alpine Bank money market Reserve account, \$100 in Petty Cash, \$103,207 in a 13 month CD, \$50,972 in a 7 month CD and \$100,000 in a 27 month CD with US Bank.
2. A/R - \$796.
3. Total Liabilities - \$4,494.
4. Total Equity - \$358,667.
5. Total Liabilities and Equity - \$363,160.

Peter Schutz said Alpine Bank had a three star rating, which is adequate, but he and Rob Bullard agreed to move some money. They moved \$100,000 to a US Bank CD and a \$50,000 to a Colorado Bank and Trust CD in order to keep the Alpine Bank balance within the FDIC insured limit.

B. Operating Surplus Transfer to Reserves 2009/2010

Kevin Lovett said the transfer of the Operating surpluses from the past three years had been made in the amounts of \$9,005 (2007/2008), \$7,001 (2008/2009) and \$20,344 (2009/2010).

C. CD Status

One of the Alpine Bank CD's with a \$50,972 balance expires 9/11/10. The other one with a balance of \$103,207 expires 3/15/11. Reinvestment of the first CD will be done based on the project costs for upcoming projects.

D. Audit/Review and Tax Return Plans

The last full audit was done at the close of the 2003/2004 fiscal year. A review was completed at the close of the 2005/2006 fiscal year. The proposal for a full audit and for preparation of the tax return was previously approved by the Board.

V. MANAGING AGENT'S REPORT

A. Completed Items

1. Asphalt work including 1507 asphalt scrubble to correct drainage, crack sealing, sealcoating and striping.
2. Touch-up and railing top painting.
3. Comcast installation.
4. Rekeying of the final units.
5. Turner Morris inspected the roofs at no cost and provided a detailed repair bid. Kevin Lovett created an RFP from the list and sent it to G&G for a second bid. The Turner Morris bid was \$4,800 and the G&G bid was \$3,000. The roofs are scheduled for full replacement in 2015. Kevin Lovett will get another bid from The Roofing Company and will email it to the Board for review.

B. Site Repair Items from Last Walkaround

A list of 19 items identified during the walkaround was included in the meeting packet. The majority had been completed. Items remaining to be done included:

1. Restrain hot tub area, replace and stain boards as necessary and secure boards over controls – fall project.
2. Grade outside of Building 1521 – Greenscapes will be contracted to do the grading.
3. Lower concrete pad at 1519/208 front of garage - The garage pad is level with the concrete drain swale in front of the garage allowing water to enter the garage. The solution will be to chip out the concrete drain pan, lower it and build up the hump in front of the garage. The estimated cost is \$1,200. Tony Peterson said he would like the same treatment at his garage. Rob Bullard wondered if there might be another solution, even if it is more expensive initially, that would reduce operational costs in the long term. It did not appear that there was a better alternative. Kevin McClain proposed doing a water flow test with a hose to correctly identify the problem. The owner should be present during the test.
4. 1505 atrium concrete – A bid of \$4,400 was obtained to replace all the concrete in the lower section of the atrium. Rob Bullard agreed that the

concrete was due for replacement in that area. Kevin Lovett will get additional bids.

Sean Cavins requested that the next snow plowing RFP include the requirement for a single pass through the property early in the morning before the complete plowing.

C. Unit Owner Follow-Up Items from Annual Meeting

1. 1515/204 – have roofers check eaves. Kevin Lovett said the eaves are in good condition and there is gutter and heat tape in place that is functioning.
2. 1507/101 – water coming in by windows. Turner Morris provided a proposal to install metal flashing above the window for \$200 to prevent water from infiltrating. The window seals have failed. Kevin McClain thought gutter would be a better solution. It will not need heat tape because the roof is south facing. This should be added to the roof repair project.
3. 1511/208 – water coming in by windows. Kevin Lovett checked unit and found there was gutter and heat tape in place. The unit will be monitored.
4. 1513/203 – remove tree over deck. The branches have been trimmed. The tree roots are threatening the concrete walk. Rob Bullard did not think the tree should be removed based on the size and because it existed before the complex was built. The Board agreed that they could cut any of the roots that might cause damage to the sidewalk or any part of the building structure.

VI. OLD BUSINESS

A. Wild Area Landscape Work

The proposal for Greenscapes and the new performance bond was included in the meeting packet. Kevin Lovett said he redid Exhibit A and changed it to a contractor instead of a subcontractor agreement. The Board will review the information after this meeting. Kevin McClain said he supported a planting program to add a couple of trees each year and he thought they should be planted before this work is done.

B. Windows

Kevin McClain proposed eliminating wood clad as an option for window replacement because it is much more expensive, and to offer only vinyl or fiberglass frames. He has asked the contractor about the discount and the affect a split order with both vinyl and fiberglass would have on it. The normal warranty on the vinyl clad would be ten years. There would be a lifetime warranty on the vinyl only if the property was an owner occupied single family residence. Kevin McClain objected to this qualification so the contractor agreed to change the description of the units for this project because they cannot change the warranty. The fiberglass clad windows have a ten year warranty. The vinyl window has a

better glass and meets the energy requirements for tax credits. He has not asked if they will extend the discount if the Association meets the minimum purchase in one type of window but not the other. After further discussion the Board agreed to offer only vinyl clad under the bulk discount program, but to offer the fiberglass option to owners who want to do the project on their own without the bulk discount. The contractor will need to issue individual warranties for each owner.

VII. NEW BUSINESS

A. Unit 1519/102 Drainage from Deck Above

The owner provided a drawing for a metal corrugated shield attached to the posts under the deck above to shelter her deck, which is often unusable due to dripping from above. The Board recommended that she look into the system that they previously approved for another owner. She will be provided with the information and will be reminded that it will be at her expense.

B. RV Parking at Townhomes

Kevin McClain said there had been several RV's parked at the Townhomes. They were asked to move to the back of the complex.

VIII. SET NEXT MEETING DATE

The next Board Meeting was set for Friday, October 8, 2010 at 6:00 p.m.

IX. ADJOURNMENT

A motion was made to adjourn at 7:13 p.m.

Approved By: _____

Board Member Signature

Date: _____