

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

October 1, 2005

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 10:00 a.m. on Saturday, October 1, 2005, there were present: President, Gordon Abrams, and Directors James Sebben, Bruce Douglas and Roy Topping from the current Board of Directors. Also present were Kevin Lovett, Rob Carter and Peter Schutz (present via telephone) for Summit Resort Group.

1. Call to order – 10:00 a.m.
2. Minutes from the September 14, 2005 conference call approved.
3. Project report
 - A. Cable

New external and internal wiring and conduit complete and satisfactory. New cable system has been delivered to 1 (one) cable outlet in each unit, as per contract.

The old cable system will be reconnected to run in parallel with the new cable system.

The old “basic” cable system will operate the old cable outlets that are currently connected, with basic cable service only.

All new technologies and services can only be supplied through the new cable outlet and wire.

Owners wishing to connect the new cable system to jacks in addition to the primary living / dining room jack will be able to do so at the individual owners own expense and coordinated by the individual owner.

Owners can call The Sound Room (970) 668-1130 or Wireless Solutions - Dale Potten (303) 434-8361 to wire all outlets in an individual unit (to the owners specifications) or to re-run new cable wire into the individual unit in a different location.

Ceiling boards in carport of upper building to be replaced by Legend Home Improvement by 10/7/05.
 - B. Roofs

Flashing repair, Vent cap installation and Bylin system install on the south side of the north building to be completed by Turner Morris at the end of October / early November. Kevin Lovett to get Vent Cap specifications to Roy Topping for his review to ensure that the new vent caps are compatible with the new boiler system.
 - C. Painting

Complete

\$20,000 paid to date (\$46,200 total contract) + couple hundred dollars for additional other work such as fence repair and firewood moving.

Future painting schedule as follows:

Kenitex siding – every 10 years

Trim – every 5 years

Horizontal surfaces – every 2-3 years (every 5 yrs. max)

Kenitex repair material is Thorocoat purchased from Rio Grande Concrete Co. at 6th & Santa Fe in Denver.

D. Windows

Complete and paid in full

Kevin Lovett to mail Warranty packages for each unit. Owners have 30 days from 9/23/ 2005 to return warranty form.

E. Boilers / Heating system

Roy Topping presents new boiler system specifications and drawings.

Contractor awarded project will act as General contractor and oversee all aspects of job including drywall repair and painting.

Kevin Lovett and Board to develop bid introductory letter.

Boiler project schedule is as follows:

October 15th - All contractors must walk project with Roy Topping and any board members available.

November 1st -All bids must be turned in

November 7th – All proposals reviewed by board and Mike Day

November 15th – Contract awarded

December 15th – All materials ordered

April 15th – Project to begin

May 15th – Project to be complete

An independent third party will test and balance the systems before final payment.

Roy Topping to investigate the addition of 30% glycol to system.

Zone valve and thermostat testing – Roy Topping to work with Rob Carter to test all unit systems this Fall.

4. Financials

August 31, 2005 financials report:

\$77,237.63 in Operating

\$34,680.47 in Reserves

Current operating expenses report that we are currently working under budget; however, this is expected to change with projected gas expense increases.

Current reserve project status and respective expense status reviewed. All projects thus far on track with plan.

5. Gas

Decision made to remain on the index.

In efforts to identify possible energy savings, Jim Sebben calculated expenses attributed to the Hot tub and pool.

Hot tub gas expenses calculated to be approximately \$300 per month (estimate calculated with a gas rate of \$5 / DKTHM).

Pool gas expenses calculated to be approximately \$500 per month (estimated calculated with a gas rate of \$5 / DKTHM).

The option to close the hot tub and or pool was discussed and table as a future possible option.

6. Miscellaneous

A. Pool

- i. The need for a new pool cover was presented. This will be added to capital project plan.
- ii. Management instructed to post notice if any amount of pool chemicals are added to the pool over the recommended amount allowable to swim in.
- iii. Pool closure –completed by Hilco; Rob Carter to fill pool to recommended level and add chemicals for winter.

B. Concrete Steps and Railings – These projects will be tabled until spring of 2006

C. Laundry machine upgrade – Kevin Lovett to contact Automated Laundry Service to get bid on 6 washers and 6 dryers and report to board. If proposal is the same as proposed for 4 washers and dryers, then the board will accept the proposal presented by Automated Laundry Service of a 45/55 split on all laundry profits for 10 years. Automated Laundry Service to provide all maintenance, collections and upkeep. If accepted, the existing washers and dryers will be sold on behalf of the association. Kevin Lovett to inquire as to the possibilities of a dollar and / or credit card accepting machine and the possibility of installing a coin changer.

D. Hot Tub Cover – Management presented a proposal from Cedar Mtn. industries to custom build a hot tub cover for \$1250. Management instructed to contact Cedar Mtn. Industries and pay them to come up and measure the cover and order.

E. Boiler miscellaneous

- i. Hot water pump – Management instructed to purchase one spare (approx. \$3000)
- ii. Heat pumps – – due to the fact that the entire systems will be replaced, do not order spares.
- iii. Throttling valves – due to the fact that the entire systems will be replaced, do not order spares.
- iv. Tekmar controls -- due to the fact that the entire systems will be replaced, do not order spares.
- v. Snowmelt system repairs – as recommended by the State Boiler Inspector, complete

F. Snow plowing – Management continues to solicit bids. Management informs board of increased snow removal costs due to increase in gas. Board prefers snowplow expenses on an hourly basis over a fixed monthly fee. Board would like to have same plow contractor as last year (GM Property Services) if at all possible.

G. Terraces – Rob Carter to weed eat terraces.

H. Landscape committee – Recommendation made to establish a Landscape committee in spring of 2006

I. Bike storage - Rob Carter to check on bike and boat identification. Rob Carter and Gordon Abrams to put together list of what bikes and boats are available and send to owners for 1st chance at purchase.

Kayak on deck – Rob Carter to investigate which deck the kayak is

currently stored on and to inform Kevin Lovett who will contact owner and ask that the Kayak is stored properly.

- i. Bike Lock box – Management instructed to install a lock box holding the key to the bike storage locker. Owners will now have easier access to bikes. Lock box code to be included in the owner project update letter to be mailed out ASAP.

- J. Managers office
 - i. Organization –Rob Carter to continue this project.
 - ii. Verify all office equipment on working order. All non-working equipment will be disposed of.
 - iii. Deposit – Kevin Lovett and Peter Schutz to discuss and implement deposit on Managers unit #135.
- K. Internet – Plan in place to investigate possibilities of receiving high speed internet services throughout complex.
 - i. Jim Sebben to send current website and internet addresses to board and management. Management to see if they are still in service.
 - ii. Management to check with accounting on current services we are paying for.
 - iii. Gordon Abrams to look into additional internet service options.
- L. Back up manager status – Eric Homes is back up manager. His days on are Wednesday and Thursday. Eric Holmes and Rob Carter to complete walk through of all boiler rooms.
- M. Maintenance log – Gordon Abrams to work with Rob Carter to establish maintenance log.
- N. Mailing – owner mailing to go out and include the Major Project Status letter, Minutes and Bike Storage Lock Box code.
- O. Closets on owners decks – these are identified as owner responsibility/expense items for repair and keying.
- P. Unit keys – Rob Carter to report all unit front doors not on the current master key system and report them to Kevin Lovett who will then contact the owners and work to get on master system. All units not on the Master key system, it is the owners responsibility to pay for Locksmith costs.
- Q. Unit 114 reported water damage caused by water leak in Unit 115. Rob Carter and Gordon Abrams to inspect and report situation back to Kevin Lovett to contact owner of Unit 115 for more information and correction of leak requirements.
- R. Driveway Mirror – Kevin Lovett to look into costs and possibility of installing a mirror on the side of the South building near unit #61 to help vehicles pulling into and out of the lower lot.
- S. Taxes – Stuhr and Associates engaged to prepare 2004-2005 fiscal year taxes. Board will ask Dave Lippa for his review of the tax forms after they are prepared by Stuhr and Associates.

7. Adjournment – with no further business, the meeting adjourned at 12:15 p.m.

