

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

October 7, 2006

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 9:00 a.m. on Saturday, October 7, 2006, there were present: Directors James Sebben (via telephone), Bruce Douglas, Ron Pfister and Dave Lippa from the current Board of Directors. Also present were Kevin Lovett and Jeff Morgan for Summit Resort Group.

1. Call to order – 9:05 a.m.
2. Owners Forum – advertised and welcomed owners to participate; no participants attended.
3. Minutes from the March 18, 2006 and April 15, 2006 Board meeting approved with minor corrections.

3. Financials

August 31, 2006 close financials report that we have \$24,359.13 in Operating and \$119,459.37 in Reserves.

August 31, 2006 Profit and Loss statement reports that we are \$1972 under budget in operating expenses. This underage is mainly due to savings in Gas. Over budget items include pool maintenance and Boiler and Heat R & M.

Reserve Account Summary

Current Reserve Balance	\$110,611.37
(as of 9/29/06)	
Outstanding Assessments	<u>\$4524</u>
Total	\$115,135.37

Expected expenses

Boiler pads	\$500 (actual)
Concrete step pmnt	\$2300 (actual)
Hot tub re plumb	\$5000 (est)
Boiler install	\$37,253.50 (actual)
Boiler electrical	\$6078 (actual)
Boiler rm insulation	\$3450 (est)
Pool snow melt	\$2000 (est)
Roof vent caps	\$5000 (est)
Railing for new steps	<u>\$3500</u> (est)

\$65,081 total

Diff = \$50,054

Possible expenses

Gas Meter Covers	\$7500 (est)
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Owners Delinquent on Assessments

Unit #73 – owes \$2062

Unit #94 – owes \$2462

Bruce Douglas moves to put a late fee on owners over 30 days late on their Special Assessment payments in accordance with AW SB -100 Collection Policy. The motion was seconded and passed.

Dave Lippa expressed concerns with the Balance Sheet and the manner in which the special assessment dollars have been placed into the reserve account. Dave Lippa reviewed the 05-06 tax return prepared by Stuhr and Associates and wants to make sure that we are meeting all recommendations from the report. Kevin Lovett will have John Holtman, SRG CPA, contact Dave Lippa to discuss.

4. Managing Agents report

Complete Items

- Flashing reattachment
- Bylin panel heat tape connection to North bldg.
- Bird –x application
- Removed tree and stump between pool and North bldg.
- Installed signage inside pool area
- Installed flotation device at pool area
- Washed all bedroom windows
- Installed new light fixtures in laundry rooms
- Cleaned out storages
- Installed sweep on bike storage door
- Pool gate repairs

Pending items

- Replace Roof Vent caps – Mike Day to provide specs
- Continue zone valve checks and re-installations to cease water hammering
- Possible new pool cover; to be determined (rough cost est. \$2500)
- Laundry room improvement project including:
 - Repainting of laundry room walls and stairs
 - Epoxy boiler room and laundry room floors with non-slip material
 - Approximate cost of \$500 per building
- Annual fire place / chimney sweeps and inspections scheduled for mid November

Winterization

- Snow plow contractor secured. PTR Snow Maintenance, \$800 per month for 36 plows per year, 3 inches or more in a 24 hour period will trigger plow
- Irrigation blow out complete
- Pool winterization complete
- Snow stakes in place
- Painted all safety poles yellow
- Winterized flower beds (cut down flowers)
- Shut off and drained all hose bibs
- Built ice melt / sand barrel and stand

Report Items

- Units with washers and dryers- The following units are reported to have washers and dryers:

Units w/ washers and dryers	
	64
	74
	83
	84
	85
	93
	94
	95
	96
	105
	106
	115
	132

Discussion item, how to proceed in allowing installs (plumbing runs, venting, etc.) followed. Management instructed to look at plans to determine where dryers are vented and report to board. If findings point to improperly vented dryer vents, the possibility to discuss abandoning the vent lines exists. Management also instructed to find out what manufacturers report as to the possibility of creating mold/ moisture/ problems from the use of the internally venting dryer vents (these are the venting systems designed to sit inside your laundry room with no connection to exterior venting).

-New owner welcome packet- Management instructed to:

Add the Adult swim to the House Rules

Add a letter to owners re asbestos notification

Add a letter to owners informing them that they must submit a remodel request to the Board (through the Management company) prior to completing any remodels

Add an advertisement for owners to view website along with an advertisement inviting owners to attend board meetings

-New concrete step install – complete. Management instructed to get a warranty from the installers.

-Railing for new concrete step install – pending

-Gas Meter covers – possible project; cost estimates roughly \$2500 per cover. XCEL regulates design. Propose holding off on project until all Boiler room projects are complete.

7. Old Business

-Asbestos remediation- complete in all boiler rooms

-Boiler install status:

Upper bldg. complete- a few minor items and Mike Day final inspection pending (we have passed the County inspection)

Lower N. bldg complete – a few minor items and Mike Day final inspection pending (we have passed the County inspection)

Lower S. bldg – on track for October 13th opening

Re-plumbing of pool and hot tub – initial tasks have begun, approx. \$5k to complete

Replacement of snow melt system heater at pool / hot tub area with heater from pool / hot tub – pending – approx. \$2k to complete

8. New Business

Management to do / follow up items:

Block off railing between pool and hot tub – management instructed to paint and install

North Building Heat – management instructed to investigate heat as it pertains to outside air temperature. Bruce Douglas reports that he turned up heat to 80 degrees in his unit and his unit thermostat maxed at only 70 degrees. Management instructed to make sure that we get proper and sufficient heat.

Hot tub cover – Dave Lippa made motion to get rid of existing hot tub cover due to the difficulty in removing it and to install a lighter floating cover. Bruce Douglas seconds and motion passed.

Dumpster – Management instructed to contact Waste Management to see if we can get a bigger dumpster set on site.

Parking – Management instructed to send a mailer to owners reminding them of the house rules and in particular, Parking as quoted in Section 8- B of the house rules. All owners must tag their boats and trailers or risk being towed. Management instructed to post a notice on the retaining wall between the lower South parking lot and the lower North building reminding owners that the spots nearest the retaining wall are for loading / unloading only.

House Rules – Management instructed to send the Board an email of the house rules for the board to review and offer up any possible revisions.

Management instructed to keep an eye out for people “living in” motor homes, etc. in the parking lots as this is in violation of the house rules.

9. New Business

-Annual meeting follow up items

Trash container – there is a request to move the trash container to a different location. This request was discussed and as there are no better alternatives to the existing locations coupled with the newly installed steps improving access, it was concluded that the dumpster will remain in its current location.

Landscape committee- members include- Ron Pfister, Marilyn Topping, David Wright, Kathy Watters and Mrs. Ross.

-SB -89 – new policies. Ron Pfister moves to approve the new SB-89 policies, Bruce Douglas second and the motion passes.

-New Projects, prioritize

1. Gas Meter Covers
2. New sliders, lake side windows
3. Sprinkler system improvements
4. New pool cover

Additionally, Dave Lippa motions to make the capital project budget a priority; Bruce Douglas seconds and the motion passes. Management instructed to create a few different scenarios of capital project budgets along with a recommended approach. Do some scenarios with the \$148,000 sliding deck door replacement and some without. This will be an agenda item for the next board meeting.

-Resolution re leaks, owner caused damage- Ron Pfister moves to accept the Insurance Deductible / Owner Responsibility Resolution and Bruce Douglas seconded, the motion passed. Management will mail out a copy of the Resolution to owners.

-Management instructed to determine if there are any incentives from Alpine Bank to require owners to do ACH (auto dues payment). Management also instructed to inform board as to how many owners are currently on ACH.

-Asbestos – Management instructed to ask asbestos remediation contractors if there would be any discount if 10 units signed on to complete the in unit asbestos remediation at the same time. This would not be an Association sponsored project as in unit asbestos is an individual owner concern.

Next Meeting Date – The next Anchorage West Board meeting is set for Saturday January 13th at 9:00 am to primarily discuss the new boiler replacement proposals and asbestos.

8. Adjournment – with no further business, the meeting adjourned at 11:30 am.