

MINUTES OF THE BOARD MEETING  
OF THE ANCHORAGE WEST ASSOCIATION

February 7, 2009

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 9:00 am on Saturday, February 7, 2009, there were present: Directors Melissa Barrett, Peter Tamblyn and Chris Durkin from the current Board of Directors; Jim Sebben and Dave Lippa attended via conference call. Kevin Lovett and Mark and Pam Williams were present representing Summit Resort Group.

1. **Call to order** – The meeting was called to order at 9:00 am.
2. **Owners Forum** – the meeting was advertised and welcomed owners to participate. No Owners, other than Board members, were present.
3. **Minutes** from the November 15, 2008 Board meeting were approved as written.

4. **Financials-**

**Financial Report as of December 31, 2008**

December 31, 2008 close financials report that we have \$12,591.71 in Operating and \$40,564.93 in Reserves.

December 31, 2008 Profit and Loss statement reports that we are \$7223 over budget in operating expenses. Areas of significant overage / underage include:

- 502 Gas Expense \$4551 under budget
- 515 Building Maint \$1708 over budget (fireplace inspections, drywall repair from leak 93, 92, 91)
- 516 Boiler Heat R & M \$1350 under budget
- 530 Grounds Maint \$2873 over budget (\$1150 from asphalt patch at upper bldg)
- 535 Pool Maint. \$3250 over budget (\$1353 for new sand filter., \$1356 pool winterizing –some of this overage should be recouped)
- 560 Managers Unit expense \$1226 over budget (from multiple improvements completed in unit)
- 605 Depreciation \$2938 over budget (this is an accounting function but adds into the total \$7223 overage)

Kevin Lovett presented a complete reserve account summary which showed the 2007-08 fiscal year (May 2008) close balance and all contributions and expenses to date tying into the reported reserve balance as of 10/31/08. The summary also included the projected revenues and expenses from November through May 2009 and an estimated reserve balance at the close of the 2008-09 fiscal year. This summary then tied into the Capital Reserve Plan.

5. **Managing Agents Report**

**Completed items**

Managers site work report, routine maintenance completed including:

- Snow and ice removal
- Security Checks
- Dog doo pickup
- Laundry room cleanup

Vacuuming of steps and halls  
Mailer to Owners re fireplace dampers sent; postings placed in each unit  
Heat tape repairs to gutter under carport  
New light fixture installed at Lower North bldg.  
Gas lock; signed 18 mos agreement at \$6.62 (should result in savings of \$5k)  
Repairs to hot tub gate on the SE side

### **Report Items**

Leaks - the following leaks have occurred so far this winter:

A. 93, 92, 91 – pinhole leak in the heat line; restoration and drywall / painting repairs. \$985 for drywall work, \$1908 restoration

B. 102, 101 – pinhole leak in heat line; SRG dried carpet, Mtn Pride tuckered carpet and pad – no charge.

C. 62, 61 – leak in drain line; drywall repair to ceiling unit #61 – \$200 for repairs

D. Lower South bldg laundry room – line froze; additional insulation and a louver vent installed. \$657 for repairs

Pool / hot tub drain compliance – new legislature is calling for anti suction drains to be installed. The cost is \$300 for hot tub; \$600 for pool. Kaupas Water has been contracted to complete the repair.

Common area light fixture heads, plexi-glass replacement – SRG was instructed to group the like light fixtures by moving the existing fixtures around. The goal is to gain consistency in the appearance of the light fixtures – especially in the road side of the boat lot. A future project may be to replace all of the light fixtures with new; SRG will get a count of all of the lights and a cost estimate to replace.

Recycling – currently there are 2 recycling totes in place. It was reported that during busy periods, the totes fill up and overflow. The cost to add a third tote is \$15 per month. SRG was instructed to find out if we can order a 3<sup>rd</sup> tote for only the busy months of December, January, February, March and July. SRG will also put a sign on the totes stating “No Boxes” during the busy periods.

### **6. Old business**

A. Boiler update – SRG reported that all new controls have been installed and the 1/4rly maint check was completed by Tech One. All zone valves are now in proper direction. SRG and the Board reviewed the running list of all repair items noted. SRG will check the term of the 1/4rly maintenance agreement signed.

A1. Glycol -SRG also presented the bid from Tech One to install glycol; the cost is \$6030 for all 3 buildings. The decision was made to not install glycol until the heating system is stable.

A2. SRG will investigate to see if there is a sensor that can be put on the heating system to detect leaks/ pinhole leaks from a drop in pressure.

A3. Domestic water temp - Tech One has proposed a fix to the domestic water temperature fluctuation (when showering, the water temp fluctuates) as the bypass line install did not result in complete elimination of this issue. The proposal includes the installation of a variable speed pump. The cost to install is \$4715 per bldg with a possible additional cost of \$1500 per building if an additional mixing valve is necessary. SRG was instructed to ask the following questions:

-Can a 2<sup>nd</sup> mixing valve be installed in series instead of the variable speed pump?

-More explanation was requested on what the variable speed pump would do.

-Where does the problem lie?

-Where would the variable speed pump be installed in the system?

-Does the variable speed pump provide more volume than the existing pump?

-Is providing more volume the solution?

-Is there full understanding of the problem or is this trial and error?

-Is adding a storage tank a viable option and if so, how much to install? How would it compare in cost and expected effectiveness to the variable speed pump and additional mixing valve solution?

SRG was instructed to run the plan by Perry of Legacy Mechanical.

A4. Main building Circulation pump – Tech One also proposed the installation of a new main building circulation pump to combat any pipe banging issues. Since the zone valve reversal completed by Breckenridge Mechanical, there have not been any complaints of pipe banging. This proposal will remain on the back burner and only considered if the pipe banging issue returns.

B. Hot Tub cover – the cover has been ordered; should be delivered and installed first week of February 09. We have also had to cut a new bubble cover to replace the soft cover.

C. Internet – Comcast working on contract; SRG will report to the Board as soon as Comcast gets back to SRG.

D. Lake Side Windows – The Window / sliding glass door committee is working to establish specifications and guidelines for owners to follow when owners choose to replace their lakeside windows and sliding glass doors. SRG will set up a meeting with the committee to meet with Accent Windows in their Denver showroom to view windows / doors in efforts to select a model. It is preferable that the windows/ doors be brown, no vinyl on the outside and be complete with screen doors. Once preliminary pricing info and model info is gathered, a mailer will be sent to all owners informing them of the replacement window / door specifications and pricing information.

## **7. New Business**

A. 2009 Annual Meeting date

The 2009 Annual Owner meeting is scheduled for July 18, 2009 at 9:00 am with a picnic to follow in Town Park.

B. Dumpster location

SRG will call Waste Management and inform the snow plow driver that the dumpster is not to be placed on the concrete covering the carport; it is to be placed on the concrete that is not over the carport.

**8. Next Meeting Date** – The next Anchorage West Board meeting will be held on May 2, 2009 at 9:00 am.

**9. Adjournment** – with no further business, the meeting adjourned at 10:43 am.