

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

June 15, 2007

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 5:00 p.m. on Friday, June 15, 2007, there were present: Directors James Sebben Bruce Douglas (via telephone), Ron Pfister and Roy Topping from the current Board of Directors. Kevin Lovett and Peter Schutz were present representing Summit Resort Group. Anchorage West Owners in attendance included Marilyn Topping, Peter Tamblyn, Ron Cohen and Jack Ross.

1. Call to order – 5:05 p.m.
2. Owners Forum – advertised and welcomed owners to participate. Peter Tamblyn expressed his willingness to serve on the Anchorage West Board of Directors.
3. Landscape Committee Report – Marilyn Topping presented the Landscape Design proposal from Neils Lunceford. The Landscape Design proposal includes a landscape plan for each area on Anchorage West Grounds complete with drawings and specifications (includes plants and irrigation) for each area and includes a bid to implement the plan in each area. The cost to complete the design plan is \$3110. Roy Topping moves to approve the landscape design plan; Bruce Douglas seconds and the motion passes. Neils Lunceford will be asked to complete the design plan and the design plan will be presented to the owners at the Anchorage West Annual meeting.
SRG instructed to maintain the grounds (no major changes or additions) until the plan is implemented.
New trees between lower north bldg. and pool area – installed by Bruce Douglas – thanks Bruce!
Columbine flower donation – David Wright has 50 Columbine plants that he will donate to the Association.
4. Minutes from the April 21, 2007 Board meeting were approved with discussed minor corrections.

5. Financials

Financial Report as of May 31, 2007 close (06-07 fiscal year close)

May 31, 2007 close financials report that we have \$28,203.03 in Operating and \$22,049.89 in Reserves.

May 31, 2007 Profit and Loss statement reports that we close the fiscal year \$10,830 under budget in operating expenses. Ron Pfister moves to transfer the \$10,830 operating surplus from the operating account to the reserve account.

SRG instructed to complete the process of filing the tax return for the year.

Reserve Account Summary

All Boiler work is paid out as well as all reserve projects completed to date.

Reserve projects scheduled for remainder of 2007 summer

Carpport Structure

Asphalt work \$1000 budgeted (\$995 actual)

Concrete work \$1000 budgeted (\$2500 bid) SRG instructed to increase the budget for this project to \$2500

Pool / hot tub

Pool Filter \$1000 budgeted (\$995 actual, complete, need to pay)
Hot tub filter \$1000 budgeted (do not believe that we will need to spend this) SRG will remove these monies from the budget plan
Pool cover \$3000 budgeted (do not believe that we will spend this) SRG will remove these monies from the budget plan
Snow melt system at pool
\$4500 budgeted
Laundry room improvements
\$3000 budgeted
Irrigation
\$2000 budgeted (any irrigation expenses will be included in the overall landscape improvement plan) SRG will remove these monies from the budget plan
Total expenses = \$12,000

\$22,049 Balance as of May 31, 2007

\$10,830 Addition to reserves via operating surplus

\$32,879 Total

\$12,000 Expected expenses

\$21,879 balance before regular reserve contributions of, if budget is approved, \$33,840 for the year.

Gas Rate Lock in Strategy – The Association has locked in at a commodity rate of \$6.20 for the year. SRG to work with Treasurer Jim Sebben to track projected gas usage savings from the new boiler install.

Budgeting plans 07-08 – The Proposed Operating Budget for 07-08 fiscal year was presented (with revisions discussed at previous meetings) and discussed. The 07-08 operating budget calls for a \$35 per unit per month increase to dues with \$60 per unit per month of the total dues payment going to reserves. This increase will bring the total per unit per dues payment to \$435 per month. The proposed operating budget does not include dollars allocated for the internet service. At the 2007 annual meeting, owners will be given additional options to keep the Association provided internet for an additional \$10 per unit per month or have the option of converting the office in the upper building into an internet room for owners to use. The Reserve Budget was also presented (with revisions per previous Board meetings) and discussed. Further revisions to the Reserve budget include the following:

Carport Structure – increase the concrete work budget figure to \$2500

Hot tub filter – remove the \$1000 budget figure

Pool cover – remove the \$3000 budget figure

Irrigation – remove the \$2000 budget figure

Landscaping – Add landscape expense budget figures to the budget in 07', 08', 09' and 10'

Operating Surplus – add the operating surplus transfer of \$10,830 to the balance

The sliding back door / window replacement is scheduled in the budget to be completed via special assessment in 2010; owners will be given a voting option at the annual meeting to move the date of the project / special assessment.

Treasurer Jim Sebben will work with SRG to plan the budgeting presentation to the owners at the 2007 annual meeting.

4. Managing Agents report

Completed items

- Pool and hot tub start up, new pool purification system in place – thanks to Roy Topping for his work cleaning the pool and setting up the purification system!
- Spring clean up, landscape work
- Carpet repairs (carpet replacement on hold; professional cleaning to be completed June 18, 2007)
- New table and chair set at the pool area
- Lock install at pool area- in efforts to increase security of the pool area, locking lever handles have been installed on the gates to the pool; each owner has received a note and a key in their unit for access to the pool / hot tub area.
- Deterrent cameras have been installed at the hot tub / pool area.

Report items

- Office conversion to “internet café” – one of the options of internet service at the complex is to convert the office in the upper bldg. into an internet room that the owners can use. The cost to complete the conversion is approx. \$920 and includes a carpet clean, painting of the room and the addition of tables and chairs. The ongoing monthly service cost is approx. \$50.
- Snow melt system at hot tub / pool – scheduled to be completed Sept. 1 – Oct 1.
- Unit 93 back deck – currently , the new screen door on the back deck of unit 93 has white trim and “sticks out” from the rest of the complex with brown trim. The owner will address with paint. The owner has also agreed to remove the electrical box on the deck (installed by previous owner).
- Water leak sensors in laundry rooms- “Water cop” – Water leak sensors can be installed in the laundry rooms (and boiler rooms for that matter). Unit cost is \$600 each installed for one sensor; The main part of the system is installed at the main coming into each room with an antenna; then, a sensor is installed on the floor, by water heater (system comes with one sensor, \$50 for each additional sensor). The decision was made to keep this information on hand but not complete at this time.
- Concrete spalling at dumpster area – due to the initial installation of concrete “blocks” installed for the carport ceiling, we can not replace the spalled concrete (we would have to remove the entire slab and replace requiring cranes, engineers and lots of \$\$). We have swept up the spalled pieces and can float in a top layer; however, this will not last due to the dumpster being set in the area.

Pending Items

- Concrete patch at pool / hot tub gate – the contractor that completed the patch of the concrete by the hot tub / pool gate will be back to extend the patch to provide more support for the gate as well as cover the conduit that runs over the step to the pool / hot tub (he will also clean up the surface of the patch)
- Custom grate fabrication to cover drain in lower South bldg. boiler room floor – Cooks welding to complete.
- Laundry room upgrades
- Touch up painting

5. Old Business

A. Carport Structure – engineer reports that the carport structure is in ok shape; however, we need to eliminate / decrease the amount of water flowing into the structure from above. First steps to do so are as follows:

Asphalt – install a berm along the wall between the upper bldg. drive between the drive and the boat lot wall to prevent water from “sitting” on the wall and seeping through; we will also crack seal the seam between the berm and the wall to make water tight; this project has

been completed. We will also re-crack seal the seam where the boat lot asphalt meets the concrete parking spots of the boat lot above the carport.

Concrete – replace the concrete caulk at joints and seams in the boat lot and next to the new steps where the swale meets the wall.

Colorado cutting and coring – Time and materials, estimate \$2525

This project to be completed.

B. Managers unit swap. Discussions of the possibility of selling the managers unit, “swapping” the managers unit and converting the office area into the managers unit and selling the 3 bedroom managers unit occurred. The following is a summary of the discussion:

-Swapping of the managers unit (which is a 3 bedroom with another 2 bedroom on site) may or may not prove profitable to the Association per the following:

-Price difference between 2 and 3 bedrooms is approx. \$50k (assuming same interiors)

-Price difference between a lakeside unit (lower bldgs.) and a unit in the upper bldg.

(where managers unit exists) is approx. \$50k. Therefore, the “swap” would need to occur between the managers unit and a 2 bedroom (of similar un-remodeled status) in the upper bldg. There are six 2 bedrooms in the upper bldg.; none of which are on the market. SRG recommends the Association hire a specialist if the decision is made to continue pursuit of this option.

-Converting the office into the managers unit and selling the managers unit- the option exists to convert the office area into living space and selling the 3 bedroom managers unit. The first step to the conversion is to present professional plans to the Town of Dillon for review. The decision was made to not pursue this at this time.

-Selling of the managers unit and discontinuation of the “on-site” manager program- this option was discussed as a possibility but the decision was made to not pursue this option at this time.

-Taking out a loan on the managers unit to pay for capital projects – this was a follow up item from the last Board meeting. Ron Pfister reports that this is not recommended as finance charges would apply and need to be paid if a loan was taken out on the managers unit. Taking out a loan on the managers unit is an option in an emergency situation. Proper financial planning is recommended over a loan.

SRG recommended hiring legal counsel to proceed with any of the above possibilities in the owners desire as it is above and beyond routine property management.

6. New Business

A. Dumpster enclosure – Goal of enclosure is to improve appearance of this area. 2 –sided structure with front section consisting of 2 swinging gates and 3rd side to be located near boats. We have received bids to complete of approx. \$5000. The decision was made to present this option to the owners at the 2007 annual meeting. Ron Pfister may have a contractor that can complete the project at a less expensive price. SRG instructed to send Ron Pfister the dimensions and scope of the project.

B. Annual Meeting Preparation

Saturday July 21, 2007

Meeting to be held at Dillon Town Hall 9:00 Start time

Owner picnic to be held in the park; park reserved from 9 am – 3 pm

Official annual meeting notice to be sent to owners on June 21, 2007, to include

Cover letter (SRG to complete revisions as discussed)

Official meeting notice / proxy

Agenda (SRG to complete revisions as discussed)

Proposed operating budget 07-08
Minutes from 06-07 meeting
Current Owners list

Ron Pfister and Bruce Douglas are up for re-election this year; neither wish to re-run.

Presentation of annual meeting items – Planning of presenters of agenda items for the annual meeting was established.

C. SRG instructed to address leaking sinks in laundry rooms.

D. Roy Topping will purchase additional pool equipment.

E. SRG instructed to prepare a memo and give to owners at the annual meeting asking them to please tag bicycles and items in storage shed or the bicycles and items will be donated to charity.

7. Next Meeting Date – The next Anchorage West Board meeting will be held July 20, 2007 at 5:00 pm in the SRG office.

8. Adjournment – with no further business, the meeting adjourned at 7:30 pm.