

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION
MEETING OF THE EXECUTIVE BOARD
VIA ZOOM – 9:00 am (Mountain Time)
THURSDAY, AUGUST 19, 2021**

BOARD MEMBERS Cathleen Jones
 Robin Holmes
 Larry Cornett
 Jason Leonard

MANAGEMENT PARTICIPATING
 Jordan Brandenburg, Toad Property Management

Cathleen called the meeting to order at 9:01 a.m. (MT) and confirmed a quorum.

Robin made a motion to approve the minutes of the July 15, 2021 meeting. Larry seconded the motion and it was unanimously approved.

Jordan explained Paul Becker from MTech Mechanical had joined the meeting to discuss the boilers. Paul said the boiler room at Black Bear had been inspected and due to the limited hours recorded on two of the boilers it was confirmed the Johnson controller was not functioning and the lead boiler was performing most of the work. Paul explained the repair of the controller was a priority and then the rotation of the boilers would be restored and then extensive testing could be performed and maintenance undertaken as required. Paul said there would be energy savings, 10–30%, if the controller was replaced and explained the process. Paul explained the snowmelt boilers had not been inspected at this time and the estimate provided just addressed the boiler room. There would be a benefit to tie the snowmelt boiler with the new controller in the boiler room.

Paul explained suggestions for diverting the boiler exhaust away from the building to reduce condensation and damage to upper windows. He recommended routing an exhaust vent upward along the side of the building to above the roof line. The exhaust vent could be enclosed within a 16 inch square box that would blend in with the building. Paul said a vertical rise was usually beneficial and Paul said he would reach out to the boiler company and confirm the boiler warranty would not be impacted by changing the venting system. Marcia Lindsey expressed concern about a large flue going up the building and obstructing views from several units and asked that impacted owners be consulted prior to the work being performed. Paul confirmed engineers would be consulted and drawings/renderings would be prepared to assist in the decision process.

Paul also discussed adding sensors to the snowmelt system in order to reduce the runtime for the snowmelt boiler. He explained that optimally two sensors should be included, one that measures ambient temperature and second that senses snowfall. Paul said an aerial sensor (to signal the need for heat) for the snowmelt system would not be as efficient as an under-slab sensor but the aerial sensor would avoid the higher cost of adding a slab sensor. An aerial sensor could be easily installed and the under-slab approach could be

taken in the future if the aerial sensor was determined to be insufficient at controlling the boiler.

Paul said he would provide an additional proposal to include a sensor and controller for the snowmelt boiler. Paul left the meeting.

A decision would be taken at the next meeting once the additional MTech proposal was received.

ACTION ITEM: Board to review estimates before the next meeting.

Jordan agreed to reach out to vendors to obtain a window inspection and confirm which glass needed to be replaced as some owners had reported fogging of glass due to broken seals.

ACTION ITEM: Jordan to reach out to vendors for a window inspection.

Jordan said he was in communication with the Sign Guys for recycling signage and that would be installed as soon as possible. If signage did not solve recycling issues the recycling would be discontinued. Jordan agreed to confirm the recycling costs.

ACTION ITEM: Jordan to have signage installed and provide recycling costs.

Jordan said he would continue to research options for the 3rd floor deck painting/resurfacing to address staining.

ACTION ITEM: Jordan to research options for 3rd floor deck.

Robin said some areas of the garage floor required patching. Jordan agreed to reach out to the company who had previously worked on the garage floor.

ACTION ITEM: Jordan to contact company regarding garage floor patching.

Jordan said he had not been able to find a stonemason to perform the tuck pointing and would continue to research.

ACTION ITEM: Jordan to find stonemason to perform tuck pointing.

After discussion it was agreed to leave the handicap parking spot in the garage in the current location because the current handicap space was set forth in the original Declaration which is filed with Gunnison County. Any change to the Declaration would require legal involvement and approval of the HOA. As is, the current spot has been grandfathered in to the building. If moved, it would likely need to meet any new code requirements. Robin said the double doors from the lobby to the hot tub area did not

have an automatic opener to assist people in a wheelchair or on crutches. Cathleen explained problems she had encountered in other buildings and it was agreed to discuss at a future meeting.

Robin said she was in communication with Alpine Landscapes to reuse the flower baskets and coconut liners in 2022. Robin said she was also gathering information about location of baskets for 2022.

ACTION ITEM: Robin to continue researching flower baskets.

Jordan confirmed the hot tub cover signage would be laminated and installed by maintenance.

Jordan said he was not aware of any roof leaks and Jordan would follow up with Blue Dog Home Improvement to find out when broken or missing roof tiles would be replaced.

ACTION ITEM: Jordan to reach out to Pete at Blue Dog Home Improvement.

Jordan confirmed ServPro had inspected the staining on the stucco outside of unit 303 and ServPro had said the staining was not mold. Marcia expressed concern about whether ServPro performed any service to determine if there was excessive moisture in the area or whether there was simply a visual inspection without the use of any moisture sensing equipment. Cathleen and Robin also expressed the need for ServPro to provide their moisture findings prior to moving forward with the outside painting project. If there was no wall moisture the exterior painting would go ahead.

Jordan said Complete Coverage would commence exterior painting/staining on August 30, 2021 and it would be a 6 to 8 week project. Robin asked that owners and rental management companies be notified of the work. Jordan said Complete Coverage would be making an inspection of the building as they performed the work.

Prior to the meeting Robin distributed a draft operating budget and a capital budget. Robin explained expenses in the 2022 Budget had been increased in anticipation of further utility increases. The 2022 Operating Budget included a dues increase and increased funds going to the Operating Fund. Cathleen explained the original Declaration required that the operating fund maintain a two month cushion for operating expenses. Cathleen suggested that the board consider the appropriate cushion needed based on the HOA's dues payment history. It was agreed to discuss at the next meeting in more detail.

Robin confirmed coating/painting the metal railings was not included in the Complete Coverage exterior maintenance project and it would be necessary to obtain an estimate. Robin also asked if all metal railings needed to be painted or only some areas.

ACTION ITEM: Jordan to obtain estimate for coating/painting the metal railings.

Larry suggested having a separate meeting to discuss the Capital Reserve Study. It was agreed some parts of the Study needed to be adjusted to accurately reflect the life of specific areas of the building. Robin agreed to continue to review the Capital Reserve Study.

ACTION ITEM: Robin to continue to review the Capital Reserve Study.

The next meeting was scheduled for September 23, 2021 at 9 am (mountain time).

At 10:47 am the meeting adjourned.

Respectfully submitted by,

Rob Harper,
Toad Property Management