

**Highland Greens Lodge
Board of Directors Meeting
January 4th, 2021 4:00 PM Mountain Time**

Google Meet

1.Call to order: The January 4th Highland Greens Lodge board of directors meeting was called to order at 4:08 PM Mountain star

2. Introduction of those present and determination of quorum:

- a. **Highland Greens Lodge:** Anne Mead, Steve Piper, Zephyr Wazallann, Bret Muller, Jordan Flage
- b. **Wilderness Property Management:** Noah Orth

3. Approval of previous meeting minutes:

- a. [HG Lodge BOD Meeting Minutes September 28th 2020](#)
- b. **Correction financials 4th and 5th PSI**
- c. **Shuttle costs put together**
- d. **Motion to approve: Anne motied for approval of the September 28th 2020 financials as shown, Steve Piper seconded, passed with no dissent**

4. Regular Business:

a. Financials:

i. [Highland Greens Lodge November Financials](#)

- 1. Current Operating: \$92,067.84
- 2. Current Reserves: \$95,230.47
- 3. Anne spoke in regards to this years operating being higher in comparison to last year. \$92,067.84 to \$84,448.70
- 4. Reserves are down due to back flows and turbomax water tanks that were installed
- 5. Steve Piper had a question in regards to the current total of the hot tub project (Noah will provide the board with that information)
- 6. **Steve made a motion to approve the November financials as shown, Jordan seconded, passed with no dissent**

ii. [Plumbing and Heating General Ledger](#)

5. Managers Report - Noah spoke in regards to the items listed below

- a. VPS Snow Plowing Update - VPS has been very communicative with Noah, they stated that when the Lodge was ready to do a clean out to let them know. Two areas that Noah mentioned to VPS after the last snowfall is to clear the front and backsides of the emergency parking posts as well as the driveway to the dumpster door.
- b. Snowmelt walkways seem to be working well which has cut down on the hours for shoveling
- c. Unit issues / building Leaks

- i. 302 Last season Ice Dam Repair
 - ii. 401 condensation in the vaulted ceiling piping from humidity
 - iii. 101 shower leak from above 201 - texture was applied and currently drying for finish and paint
 - iv. Unit 102 had foam coming up in their toilet
- d. Backflow preventer mechanical leak in the mechanical room which was repaired by Cintas
- e. Irrigation line leak was inspected by PSI and zone valve was shut off due do the pressure before the backflow preventer
- f. 2nd survey sent out to the ownership for vent and fireplace cleaning. 16 units for vent cleaning and 10 for fireplace. Waiting to hear back from Consider It Done for specific dates at which I will reach out to those units who have opted in for cleaning service
- g. We have not had any current elevator issues in some time with Thyssenkrupp a new company/ contract with the Lodge
- h. PSI Inspection Report
 - i. Heating Boiler #1
 - 1. Manifold gasket needs to be replaced
 - ii. Heating Boiler #2
 - 1. Manifold gasket needs to be replaced
 - 2. Ignition cycles twice before starting
 - iii. Recommended that both boilers should be stripped and cleaned out (burner chamber) it was noticed that a lot of carbon was built up. It would be a day's worth of work.
 - iv. Plan to start looking into the option of changing out boilers - It was stated that pump sizing is off, piping is outdated to new standards areas, pumps are way bigger than pumps that are providing to the units which causes the board to short cycle. Over Engineered and are not very efficient
 - v. Also recommendation of a glycol feeder if you continue to run your winter snowmelt area.
 - 1. Bret made the statement that he like the idea of the stripping and the cleaning of the boilers instead of boiler replacement. Would stripping and cleaning the boilers make them more efficient and prolong their lifespan? (Noah would get more information as to costs as well efficiency and lifespan)
 - 2. Members spoke in regards to a dues increase and being smart about expenditures as there are other items in the building that needed upkeep and the cost for the hot tub assessment that owners would soon take on and that the board felt that they did not want other assessments to occur during the hot tub renovation

6. New Business:

- a. **Hot Tub Update** - Noah spoke in regards to the current status of the drawings. Noah has been in communication with BHH Partners in which they are in discussion with the Town of Breckenridge about the hot tub renovation and the properties energy efficiency levels to be able to include all proposed items in the design drawings. Once efficiency

levels are approved Structural drawings would be completed in a 2 week turnaround time.

b. BHH Partners

- i. [Conceptual Drawings](#)
- ii. [Snowmelt 500 square feet](#)
- iii. [Sundquest \(Structural Engineering\)](#)
- iv. [Town of Breckenridge Sustainable building code](#)
- v. [Town Communication with BHH Energy Efficiency](#)

c. General Contractor rough bids

- i. [Turner Rough Estimate](#)
- ii. [Reconstruction Experts Proposal](#)

d. Hire and assign a general contractor to the project

- i. The board spoke in regards to the pros and cons of each contracting company and a 3 votes to 2 votes in favor of hiring Turner Construction as the general contractor for the hot tub renovation project
- ii. **Turner Mountain Construction** - Steve, Jordan, Anne - **3**
- iii. **Reconstruction Experts** - Zephyr, Bret - **2**

e. Assessment Collection Structure

- i. The board spoke in terms of the governing documents that they would have to give 30 days notice before any collection however questions would need to be addressed with Turner Mountain Construction.
 1. Is Turner open minded if the board would like to remove items from the final drawings once the final drawings are completed based on costs
 2. Is Turner open to get bids from special relationships that the board might have with subcontractors or are they only willing to use their own sub contractors
 3. When do you think Turner Construction can break ground and when do they think a good time to break ground would be?
 4. Financially what does Turner Construction need from the Lodge in order to start the project.
 - a. Bret addressed loan options for owners and or if there might be a group rate: Noah was going to speak with Wildernest accounting department to see options
 - b. Board spoke about splitting up the costs in a couple of installments
 - c. The board spoke about giving a discount to those who pay the whole assessment upfront.

f. Schedule a zoom meeting between the board, BHH, Sundquest and Turner Mountain Construction

- i. TBD

g. Additional Items:

- i. Bret brought to attention the amount of trash. It was noticed that guests were leaving garbage bags by the entry doors not knowing where the dumpster room

was located. Noah was going to make sure his staff was looking out for trash bags as well brought up additional signage. Anne stated that trash and renter rules and regulations needed to be addressed as a reminder and that it would be a good time to update the ownership of the current conceptual hot tub drawings for owner awareness

- ii. Steve brought up a light fixture that was out in the locker room area
 - 1. Noah had stated that an electrician was called out as there are a total of 5 ballasts that need replacement
 - 2. Board spoke in regards to going back to switching out the light fixtures when they failed to install an LED light. It was brought up that previously it was stopped due to the lighting being too different.
 - 3. Noah is going to look into what the cost of replacing each light as they go out as well as what was proposed in for common hall LED lighting replacement
- iii. Spring parking lot crack seal and surfacing was discussed as it might be a good time to remove the rock piles where there for snow storage and light pole protection. It was brought up that a concrete pule could be installed in front of the light fixture to possibly provide more parking in those areas if removed.

7. Next Meeting: TBD

8. Adjournment: 5:53 PM Mountain Time