

Town Lift Condominium Association, Inc.
Board of Trustees Meeting
February 23, 2018
2:00 pm

This meeting was held via a conference call: Attendees were:

Chris Schaefer

Jill Packham

Harrison Itz

Robert Wilcox

Allen Woll (Sea to Ski)

Gary Moe (Sea to Ski)

Quorum

Four board members were on the call, a quorum was established

Meeting called to order

Chris called the meeting to order at 2:04 pm

Trash disposal:

Robert Wilcox brought up some issues with the trash containers in the garage and building cleanliness. He stated that there was only one trash can in the garage. He stated the opinion that two cans are needed and should be emptied daily if necessary. Allen Woll said that Resendo sometimes puts out only one can, and sometimes two, but Allen does not know why. The cans have been emptied regularly and are not overfilled or overflowing. Allen Woll stated he would talk to Rosendo and have the areas cleaned properly and get the second trash can in place.

Elevator cleanliness:

Robert Wilcox pointed out that while the elevator cab and lobbies appear to be cleaned regularly, the door track for the elevator is not getting cleaned out. The groove in the track needs to be vacuumed when the elevator and lobby are cleaned, to remove accumulated debris.

Allen Woll will talk to Resendo and instruct him to keep the door tracks properly cleaned.

HOA meeting:

It was decided that the Annual Meeting would take place on April 9, 2018 at a time and place to be agreed upon later.

Elevator Contract

ThyssenKrupp has billed the HOA \$4,000 for a service call when a guest was stuck in the elevator on a Sunday.

Discussion began about whether to stay with Thyssen, ~~or~~ switch to another service company, or sign a 24/7 contract with ThyssenKrupp in return for reducing the bill. Getting out of the existing contract could wind up incurring substantial legal costs if ThyssenKrupp elects to fight it.

Jill Packham gave the opinion that we should at least go to the point of having our attorney write a letter to ThyssenKrupp to try to terminate the contract. However, if it looks like a protracted legal battle may ensue, it would probably be cheaper to just pay the bill. She said, however, that she has never heard of anyone charging \$4,000 for a service call. She and her clients have had good experience with Otis Elevator service, and she recommends switching to Otis over staying with ThyssenKrupp.

Harrison Itz recommended that Chris ask ThyssenKrupp for a copy of the letter they sent advising us of the pending 7-year renewal of our contract in May, 2017. They should be able to produce the letter, a delivery receipt, and the name and signature of the person who received the notice. If they cannot produce those documents, it appears that the 7-year renewal is invalid and we are therefore on a month-to-month basis with ThyssenKrupp.

Chris Schaefer described his contact with each of the other four vendors who are available in our area to do elevator maintenance and service: Carson appears to be interested in our business if we can terminate the ThyssenKrupp contract, Otis is not interested in our maintenance business but would be interested if we have them upgrade the elevator, Schindler has not responded, and Kone is coming to the building on Monday to prepare a bid.

All agreed that it would be better to get rid of ThyssenKrupp and go to Otis or Carson.

The elevator is 20 years old and U.S. Elevator is no longer in business. ThyssenKrupp has stated that an upgrade will be necessary in the next few years as parts are getting difficult to obtain. Chris brought up the fact that a new elevator is approximately \$75,000. The Reserve Study states that the elevator should have a useful life up to 2024. The other vendors have also warned about this problem, and Otis said that if the elevator goes down unexpectedly for a major unavailable part such as a controller board, it could be more than a month before the new elevator is in service.

Chris asked the Board's opinion on setting a policy that if elevator problems occur after hours or on a weekend, Sea to Ski be instructed not to call in the service request until regular hours. Robert Wilcox stated that it would be okay once spring arrives, but that during ski season we should get the elevator repaired immediately. Jill Packham pointed out that even during the spring, if someone makes a call from inside the elevator ThyssenKrupp is going to respond. It was decided that the policy to not call in a service request after hours or on weekends should start after the end of ski season, but if a person is trapped in the elevator they will obviously make the call to ThyssenKrupp. All agreed.

Parking Garage Contract

Chris Schaefer explained that our contact with Diamond Parking is a lease of the commercial side of the garage, and that Diamond pays us percentage rent, not parking fees. Town Lift gets 65%

of net income from Diamond Parking, as rent. Columbus Pacific has asked for 4 of the parking spaces in the south end of the garage. This will have to be renegotiated with Diamond.

Robert Wilcox asked if the existing contract wasn't unfavorable to Town lift, as has been discussed on several occasions. Chris replied that once he read the contract and observed the level of activity in the garage over the last six months, it did not seem like that bad of a deal. The problem is that we have a small garage, not big enough to operate ourselves as we have to have people enforce parking rules, call tow trucks, etc. Diamond operates all of the Main Street private garages and therefore can divide their staff among them.

Since it appears that the four spaces requested for the Kimball building won't be needed anytime soon, it was decided to not approach Diamond about changing the contract for the time being.

Plaza

In a conversation with John Maxfield, Chris discovered that the Kimball does not have a client in place to rent space in the new building who would want to use the plaza space. Maxfield said that he needs such a tenant in order to recoup some of their costs in remodeling our Loading Zone. Chris interpreted this comment to mean that Columbus Pacific does not plan to proceed with the plaza project until they have a prospective tenant who demands that they do something to beautify the Loading Zone before they will sign a lease.

Harrison Itz stated that it sounds like they are backing off what we thought was a commitment to do the plaza. Chris said that we have expected they might delay it depending on their leasing success, or even back out entirely if they are able to lease the space without having to beautify our Loading Zone. Unfortunately, we have no incentive to get them moving. Harrison pointed out that they want the 5' strip along the back of our property for their boardwalk. Chris agreed-- we could use that as leverage by not letting them use it, if we chose to do so.

In the ensuing discussion all agreed that Columbus Pacific has been pretty good to us so far, and Jill did not think it was a good time to push the Kimball for funds to remodel the plaza area. Chris will continue to discuss the project with them and try to get them moving. He will also talk to Randy Luebke, who negotiated the deal in the first place, and bring him up to date.

Keller Williams parking space

An agent with KW asked Jill if they could rent an additional parking space and it was agreed upon and the price would be \$270/quarter.

Roof replacement

Four bids have been solicited and Allen is awaiting a fifth bid. There is a wide gap between the prices of those bids as Redd Roofing and American do primarily commercial buildings and On Top Roofing and Vertex mostly handle residential.

Robert Wilcox asked if there was a difference in the materials proposed, since the material warranty comes from the manufacturer. Chris clarified that the materials were basically the same just different manufacturers. All four have proposed white 60 mil TPO, and three proposed ½" DensDeck as the roof board while American Roofing proposed ¼" Securock. American also proposed to reuse our existing cap metal instead of new metal.

Harrison Itz stated that we should insist on new cap metal. His experience is that the metal gets damaged in removal and re-installation and presents maintenance problems later on. He also asked if the vendors are proposing to completely wrap the tops of the parapet walls--they all are.

Chris described the favorable references he had gotten about Vertex, and good references about American. On Top, although they are based in Park City, could only identify one TPO roof they have done. He has not checked references on Redd Roofing as their salesman has not been particularly responsive to his calls or questions.

Jill stated that she had used Redd Roofing out of Ogden for a couple of different projects in the past and she was impressed with them. They are the lowest bid currently and it was decided that Chris would call and do some final research and everyone agreed.

Next Board meeting:

It was decided that another board meeting should take place prior to the Annual Meeting in April. A date and time was agreed upon for another conference call on Friday, March 30th at 2:00 pm Mountain time. A few topics to be discussed are

- Improving the building water by possible installation of a whole-building water softener
- Getting a package deal on under sink reverse osmosis filtration systems
- Mandatory water heater replacement for units 10 years old or older.

Robert Wilcox has obtained bids for the building water softener system for about \$10,000, and bids for water filters in individual units for \$1,400 each if at least six owners participate. He will forward those bids to Chris.

2017 year end financials and the proposed 2018 budget will also be reviewed at the Board meeting, prior to presentation at the HOA meeting.

The meeting was adjourned at 3:15 pm.