

Silverado II Board of Directors
Regular Board Meeting
Saturday, March 21, 2015 – 9:00 am (MST)
General Manager Report

The following General Manager Report is submitted for the March 21, 2015, Silverado II Board of Directors Regular Board Meeting.

Personnel and Staffing

Scott Novak, our new Director of Maintenance and Housekeeping, has hired two new full-time employees and has added a few extra cleaners on a very limited basis to help with the busy change over days.

Silverado II staff shirts have been ordered so that staff are easily identifiable to owners and guests.

Compliance

Human Resources: We are continuing to move forward with assistance from our Human Resources Consultant - Wes Garnett. He is continuing to provide assistance with establishing best practices, ensuring we are compliant with all human resource laws, rewriting an employee handbook, and helping with hiring of new employees. Wes has made several visits to the property and is in constant communication with all parties and has proven to be a great asset to us.

Operations

Comcast Upgrades: The Comcast / Xfinity upgrade is 100% complete. During the fall of 2014, new trunk lines were brought from the main lines in the street to the cable boxes on Silverado II property. They later brought new lines from those boxes into the garages. In February they ran new homerun lines from the boxes in the garages into every living room and master bedroom. A new HD cable box was placed in every living room and in each master bedroom. Individual modems with wireless access were placed in every living room. Each modem broadcasts a Home network and each has its own password. The passwords are already set up, and there are tent cards in the rooms with instructions about how to get onto the wireless network.

Catwalk Doors: We have again contacted several local contractors and are in the process of securing bids from licensed and insured contractors to install the doors in the catwalk hallways. We are requesting that a completion date of June 1, 2015, be included with all bids. Bids will be presented to the Board at the April meeting, with work anticipated to begin shortly thereafter.

Landscaping: We are scheduling the final stages of the hydroseeding to take place in the spring after the snow melts. This will be a touch up of weekly seeded areas from previous landscaping projects.

Garage doors 4-5-6 and 1-2-3: As mentioned at the previous Board meeting, there are two doors in the building that are not operating properly. They are the door on the 4-5-6 side, which catches on the new carpet (the new carpet is thicker than the old carpet since it is new), and the door on the 1-2-3 side. The door on the 4-5-6 side is a metal door and cannot be shaved to account for the new carpet, so it would have to be reinstalled or replaced. It has already been reinstalled more than once. The door on the 1-2-3 side is an old door that is worn out and will no longer maintain any repairs. Both doors are original doors and have been damaged over the years. This is a reminder to the Board that this should be placed on the list of priorities somehow.

Roof: As stated in previous board meetings, and most recently at the February 21, 2015, Silverado II Board Meeting, the roof is deteriorating and will need to be addressed in the coming year. Staff have secured three bids from one company, but the weather will have to improve and snow will have to melt before any other contractors can come out to provide additional bids. Those bids will be presented to the Board at that time. Also mentioned at previous Board meetings, until the strategy for addressing the roof is decided, patio door replacement is on hold.

Other

N/A