

**Villas at Elk Run Meeting Minutes**  
**November 16, 2020 8:00 AM**  
**Quarterly Meeting**  
**Location: online via Zoom**

**Board Members in Attendance:**

Catharine Pieck - President  
Holly Upper – Treasurer  
Zander Higbie - Secretary  
Ben Brennan – Board Member  
Melanie Dorskocil - Board Member  
Jason Anderson – Villas Property Manager

**Call to Order: 08:06 AM**

Quorum established  
1<sup>st</sup>: Zander Higbie  
2<sup>nd</sup>: Ben Brennan

**Old Business:**

- A. Balconies
  - a. Trex quote from Jason is \$36,972 for the entire complex.
  - b. Quote includes railings only on decks and patios, not railings on stairways, landings and upper walkways.

**Financial Report:**

- A. Current Financials and
  - a. Accounting costs offset by closing costs.
  - b. Legal costs: claim filed but will be offset by billing the homeowner.
  - c. Landscaping: includes weeding rock beds 1x.
  - d. Snow removal: projected to be over budget.
  - e. Waste & Recycle: Holly discovered over-charge by Mountain Waste. Villas will receive a refund of \$2,500.
  - f. Water: will be over budget, likely by \$2,500.
  - g. Repairs & Maintenance: Should be slightly under budget.
  - h. Overall year-end numbers projected to be on budget.
- B. Budget for 2021
  - a. Landscaping: includes the cost of annual trimming of shrubs and weeding of rock beds. Board agreed to check into the actual time required and the approximate \$5,000 cost of this project.
  - b. Snow removal:
    - i. Over budget for snow removal this current year. Exploring timing of snow removal and minimum snow amount.
    - ii. Will maintain next year's budgeted amount at \$12,000.
  - c. Water
    - i. Water is over budget in the current year likely due to COVID lockdown.

- ii. Will budget next year for the projected amount this year plus 3% increase.
- d. Reserve Assessment:
  - i. If the Reserve percentage remains flat, Reserve Income will increase by \$117,259.96 in 2021.
  - ii. By increasing the Reserve percentage to 4.4%, Reserve Income will increase by \$119,605 in 2021.
  - iii. Motion to increase Reserve by 2.0% (which increases HOA dues by 4.4%)
    - 1<sup>st</sup>: Melanie Doscocil
    - 2<sup>nd</sup>: Ben Brennan

**New Business:**

A. Future Capital Projects

- a. Concrete Repairs
  - i. Four upper decks require concrete repair currently
  - ii. Six courtyards total
  - iii. Seventeen sidewalks total
- b. Trex Railing: discussed above
- c. Tree Removal (Aspen Tree Service)
  - i. Met with Michael Coyle of Greenscape regarding possible tree removal
  - ii. Coyle recommends removing as few Cottonwood trees as necessary.
    - 1. The cost is approximately \$2,000 to remove (2) Cottonwoods.
    - 2. Does not include replacement cost.
  - iii. \$8,700 to remove all courtyard Cottonwoods.
  - iv. Michael Coyle suggested replacing them with any of the following: Mountain Ash, Birch, Chokecherry, other varieties of Ash. Recommended against Aspen trees, which tend to die at Basalt's altitude.
  - v. Jason suggested small Spruce trees for \$600 per tree.
- d. Discussed decks and hand railings around decks: whether they are the responsibility of the homeowner or the HOA.
  - i. Responsibility is unclear in the bylaws.
- e. Cost of replacing railings around decks with Trex: \$37,000
- f. Cost of replacing railings in courtyards, landing pads, and stairwells with Trex: \$71,250 with handrails, \$59,250 without handrails.
  - i. Railings will not be replaced in 2021.
  - ii. Possible future project.
- g. Association's attorney will obtain an Association Map to determine whether decks are considered homeowner or HOA responsibility.

**Meeting was adjourned and continued on 11/19/20 at 8:15AM**

**Meeting adjourned 9:45AM**

1<sup>st</sup>: Catharine Pieck

2<sup>nd</sup>: Zander Higbie