

Villas at Elk Run Board Meeting
Wednesday, April 28, 2021, 8:00 a.m.
Quarterly meeting
Location: meeting online via Zoom

Board Members in attendance

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

Call to Order: 8:05 a.m.

Quorum established
1st: Catharine Pieck
2nd: Zander Higbie

Approval of November 17, 2020 and September 28, 2020 meeting minutes:

- A. Meeting minutes will be approved by email

Financials Report (Holly Upper)

- A. Budget vs. Actual
1. Legal fees are above budget by \$1,952.00
 - a. HOA attorney tasked with an additional project - there will be an increase in expenditure for legal fees.
 2. Insurance costs are over budget by more than \$8,000 due to Unit #8104
 3. Trash removal
 4. Snow removal is projected to be under budget
- B. Over-collection of monthly homeowner dues
1. Error was made in calculating individual dues approved at 2021 Annual Meeting, amounting to an approximate over collection of \$1,500.00
 2. Board voted to return excess dues and revise future monthly dues amounts.

Old Business

- A. 2021 Painting Project
1. Have bid from Valley Twins
 2. Brush Brothers declined to bid
 3. Cat meeting with Lauro Gomez for additional bid
 4. Zander has bid from Advanced Painting Systems
 5. Decking (boards that are walked on) of decks is owner(s) responsibility

6. Under-surface of decks - will be addressed by a contractor to evaluate overall status of property prior to painting.
7. Jason will procure TREX color options and window color options.
8. Board agrees that gutters that need to be painted will be painted
9. Board agrees that window replacements should be white to avoid issues with color changes.

B. Maintenance necessary to prepare property to paint:

1. Suggested that a contractor is hired to do repair work prior to painting.
2. Suggested that a contractor evaluate the status of property and work needed prior to painting.
3. David and Jason both have contractors in mind to evaluate the property and will contact them.
4. David will contact contractors regarding maintenance and repair work.

Property Manager's Report:

A. Completed projects:

1. Installed speed bumps.
2. Put away sand buckets.
3. Contacted Martin and Martin Engineering for post-tension location proposal.
4. Contacted Western Specialty Contractors for concrete repair - recommended by Martin and Martin Engineering.
5. Seeing significant concrete issues in 9000, 8000 and 2000 building courtyards.
6. Emailed Summit Sealant for a concrete proposal. Waiting for response, no reply. Jason will follow up.
7. Secured proposal for Reserve study per discussion at Annual Meeting.
8. Replaced common area light bulbs on April 23, 2021.

B. Current projects:

1. Determine locations for additional speed bump in front of 4000 building.
2. Securing additional tree removal quotes for leaning tree(s) in courtyards.
3. Epoxy quote as back-up option for concrete finish.
4. Dryer vent cleaning.

C. Violations:

1. 4/22/21- 2103- Trash can left out on Tuesday, 4/27/21. Notified the owner. Can removed upon follow up inspections.
2. 4/21/- 8103- Items labeled "free". Contacted the owner and tenant. Tenant removed the items.
3. 4/15/21- Unit #5208- Parking 2 vehicles on the lot. 2nd offense. Notified Stephanie and owner that fine would be applied to the owner's statement.
4. 4/10/21- 8207- Respond to noise complaint Unit #8207. Contacted owner.

D. Owner Correspondence:

1. Responded April 10, 2021 to a leak call in Unit #8104. The upstairs neighbors had an icemaker line that failed. The icemaker line was turned off and drywall was inspected for moisture. No moisture was present.
2. The owner contacted Jason on the evening of Friday, April 16th at 9:30 p.m. stating that the cabinet fell off the wall. Jason inspect the damage cabinet and determined that there was no moisture in the wall and that the kitchen cabinets are Ikea with 21" on center holes. Stud location is 16" on center. Jason determined the cabinet fell off the wall because it was not affixed to studs.

New Business

- A. The concrete landings in 9000 and 3000 buildings are in need of repair.
 1. Jason has a bid for repair from J&A Concrete in 2020.
 2. Jason will acquire an updated bid.

Confirm future meeting date

- A. Will schedule the next meeting via email.

Motion adjourned 9:58 a.m.

- 1st: Melanie Doscocil
- 2nd: Catharine Pieck