

Villas at Elk Run Board Meeting
Friday, September 24, 2021, 7:15 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 Duskocil - Board Member
David Hays - Board Member
Jason Anderson – Villas Property Manager

Call to Order: 7:16 a.m.

Quorum established
1st: Zander Higbie
2nd: Melanie Duskocil

Approval of April 28, 2021 meeting minutes:

1st: Melanie Duskocil
2nd: Ben Brennan

Old Business

A. Painting Project:

1. Lauro will start power washing 1K building on September 25th or 27th.
2. Plans to start painting during the week of September 27th.
3. Lauro will make necessary repairs on the 1K building prior to painting.
4. Jason's crew will be making repairs on 2K and 3K buildings.
5. Jason will be in contact with Lauro for a timeline.

B. Unit Numbers:

1. Board reviewing options for new unit numbers.
2. Need two sets for each unit: one above the garage and one above the front door.
3. Ben will request a sample from Modern House Numbers
 - a. Jason has purchased from them in the past.
4. Rough cost estimate for new numbers and placement: \$25,000.

C. Deck Railings:

1. Replace top railings on decks as each building is painted.
2. Jason pricing 2x6 TREX option with two color options.
 - a. Jason has samples on hand.
3. Final decision on color after comparison with new paint on 1K building.
4. Removing green caps as railings will be flat from post to post.

5. Jason can provide an estimate for homeowners of full deck replacement with the same TREX material.
 - a. Decking maintenance is the responsibility of each owner(s).
6. Board will recommend the same TREX material and color to be used when decking is replaced and remind owners that deck maintenance is owner responsibility.
7. Board will address the subject of decks at the 2022 Annual HOA Meeting.

Financials Report (Holly Upper)

A. Budget vs. Actual

1. Estimated \$10,000 over budget overall.
 - a. Overages (Legal, Insurance, etc.) all associated with the cost of plumbing repairs on the 8K building.
 - i. Lost insurance premium discount for three years due to 8K building claims.
 - ii. Currently using American Family. David will look into Mountain West as an alternate insurance option.
2. One unit behind with HOA dues but expect it will be rectified..

B. Reserves:

1. Trees:
 - a. Budgeted \$3,000 for tree removal and replacement.
 - b. Suggested removal of trees in front of 4K and 5K building: estimated \$2,000 for removal, \$2,000 for replacement with maple or ash.
 - c. Jason will provide Holly an estimate of trees that should be removed/replaced in the future.
2. Epoxy:
 - a. Martin & Martin Engineering suggests removal of epoxy top coat from one building to then estimate cost for remaining concrete repairs.
 - b. Board suggests removal of epoxy for 2K building first, since that will be painted in fall 2021.
 - c. Can provide an engineering report with an estimate of the total cost this fall.
 - d. Total cost needed for future budget.

Property Manager's Report:

A. Completed projects:

1. Remove damaged concrete and epoxy from 2nd floor landings of 9K building and 3K building. Installed fiber and metal mesh reinforced landings with expansion joints and stainless steel drip edge.

2. Met with Western Specialty Concrete Contractors regarding the condition of ground floor walkways. Contractor recommended removing all epoxy to evaluate the condition of concrete.
 - a. Cost of \$65,610.00
 - b. We will remove the epoxy top coating of the 8000 building courtyard so that Martin and Martin Engineering can provide an engineering report of repairs.
3. Completed budget analysis of decks/ patios.
4. Created a report of the condition of each building and list of repairs.
5. Secured permit to remove leaning cottonwood trees in the courtyard. Recommend removing in fall and planting in spring.
6. Responded to 1K building drain line back-up.
 - a. Met with Roto Rooter to snake line and Mr. Vac to clean up garage level.

B. Current projects:

1. Secure quotes for alternative insurance providers.
 - a. Mountain West Insurance
 - b. Roaring Fork Insurance
2. Tighten up gutters, check for leaks, and seal any areas behind fascia.
 - a. 1K, 2K and 3K buildings.
3. Complete repairs for 2K and 3K buildings
4. Secure Trex Materials and install new handrails to match new paint.
 - a. 1K, 2K and 3K materials.
 - b. November 2021.

C. Maintenance response- owner responsibility.

1. Unit #9204- Drain line back up caused leaking in the mechanical room and mechanical room below (Unit #9201).
 - a. Roto rooter snaked the line and found the back-up in Unit #9204 to be the cause.
 - b. Unit #9204 will pay for clean-out.
2. Unit #8204- 2nd leak from ice maker
 - a. Caused damage to ceiling of Unit #8104.
 - b. Owner of Unit #8204 has shut off the icemaker line and is paying for repairs to the drywall of 8104.

D. Violations:

1. Met with new tenants of Unit #6204 and informed them of parking rules and regulations.
2. Secured recycling bin

New Business:

- A. Website

- a. Need line item in budget for web hosting cost
- b. Michael Alvarez suggests a new, simplified website template to reduce maintenance and costs.

Confirm future meeting date:

November 22, 2021, 7:30a.m. via Zoom

Motion adjourned 8:36a.m.

1st: Catharine Pieck

2nd: Zander Higbie