

Villas at Elk Run Board Meeting
Wednesday, March 16, 5:00 p.m.
Quarterly Meeting
Location: online via Zoom

Board Members in attendance

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

Call to Order: 5:04 p.m.

Quorum established
1st: Holly Upper
2nd: Catharine Pieck

Approve December 15, 2021 Board Meeting Minutes

1st: Holly Upper
2nd: Catharine Pieck

Old Business

A. Exterior Painting

1. Jason has contacted Lauro who is ready to begin the project once the weather allows.
 - a. All buildings in the complex will be painted during summer 2022.
 - b. Jason will contact Lauro to determine the painting order of buildings.
 - c. Once we have the building order, Jason can notify owners.
 - d. Total painting cost estimate \$150,000

B. Building repairs prior to painting:

1. Repairs will begin the week of March 21, as weather allows.
 - a. Will remove unnecessary decorative trim on railings and decks.
 - b. Replace pillar plywood sections on side entryways.
 - c. Hardy Board sections to be replaced where necessary.
 - d. Jason will coordinate repairs with Lauro's painting schedule and repairs by his crew.

C. Trex Railings

1. Installing Trex deck railings along with repairs beginning March 21.

D. Ice Dams

1. Jason is aware of ice dams and assessing requirements to mitigate.
2. Created by excess snow build-up and rapid melt.
3. May have to replace or re-slope some gutters.
4. May add Hot Edge on several locations.

E. Dryer Vent Cleaning

1. Vents were not cleaned in 2021.
2. Jason will clean all dryer vents in spring of 2022.
3. Total cost of \$5,850 will come from the \$40,000.00 building repairs budget.

F. Unit numbers:

1. Have to go with 4x11" plaques for 4-digit numbers.
2. Dark bronze powder coat finish.
3. Holly will request a sample to test fit and then will order numbers.

G. Concrete repairs:

1. Jason suggested 2000, 8000 and 9000 are first priorities.
2. 3000, 4000, 5000, 7000 and 6000 are second priorities.
3. Large building cost estimate: \$106,000 - \$120,000. Not including removal of epoxy.
4. Small building cost estimate: \$59,000 - \$66,000.
5. Board voted to begin with 2000 and 9000 buildings, April to May 2022.
6. Jason will determine limitations in access to the building.
7. Jason will determine permitting requirements.

Property Manager's Report:

A. Completed projects:

1. Mitigated mildew in attic space 2204: \$2,850.
 - a. Avalanche Restoration
 - b. Containment, wire brush affected areas, HEPA vacuum attic space, applied peroxide fogging, and seal blocking primer.
2. Ice dam removal 6202
 - a. Shoveled ice dam in valley.
 - b. Roofer inspected and repaired the valley. Replaced missing nails and sealed shingles with roof tar.
 - c. Removed damaged drywall and replaced areas.
3. Created "No Parking" Tow Away signs for plowing.
 - a. We will post during the next snowstorm.

B. Current Projects

1. Exterior repairs:
 - a. Have started on the 1000 building.
2. Clean up gravel and debris from the parking lot.

C. Future Projects

1. Remove epoxy from the 9000 building.
2. Western Specialty Contractors to replace concrete and footings on 2000 and 9000 buildings.
3. Install speed bumps.

D. Violation notices:

1. Trash violations issued:

- a. Delivered hard copy violation notices to: 6201, 8203, 9204, 9201, 9102.

E. Owner Correspondence:

1. Motorcycle rack hit and run on 8000 building.
 - a. Jason advised the owner to file a police report.
2. Accounts Receivable- Thomas Duggan:
 - a. Jason talked to Duggan and he says he will pay.

New Business:

A. Villas website:

1. Zander will ask Michael about adequacy of current Villas website.
2. Zander will ask Michael to monitor the need for posting of updates.

Confirm Future Meeting Date:

Wednesday, June 1, 2022, time TBD.

Motion to Adjourn 6:42 p.m.

1st: Catharine Pieck

2nd: Zander Higbie