

**Villas at Elk Run Homeowners Association Annual Meeting**  
**Monday, January 30, 2023, 6:00PM**  
**Location: meeting online via Zoom**

**Call to Order**

6:09PM (David Hays)

**Quorum Established**

A. Members present:

8202 - Holly Upper  
6202 - Catharine Pieck  
2203 - Ben Brennan  
4102 - Zander Higbie  
4101 - Melanie Duskocil  
6102 - David Hays  
9204 - Ellen Knous  
2207 - Nate Hadden  
4202 - Karen McLellan  
7103 - Holly Timms  
8101 - Tracey Lucks  
6201 & 3202 - Jodi Smith  
3204 - Danielle Howard  
8104 - Jake Black  
5201 - Sandy Holmes

B. Proxies:

4104 - David Borovski  
9201 - Vicki Patterson  
1202 - Scott Harper  
1203 - Barbara Young  
9101 - Matt Corbin

**Approve Meeting Minutes from 2022 Annual Meeting**

A. Copies distributed by email in lieu of reading.

B. Motion to approve:

First: Tracey Lucks #8102

Second: Sandy Holmes #5201

**Financials Report (Holly Upper)**

A. 2022 Actuals:

1. Insurance - increased due to a claim in #8104 related to a below-grade sewer line.
2. Landscaping - for increased weeding of rock beds

3. Maintenance - for replacement of beams when painting.

B. 2023 Budget:

1. Aligned with the 2022 year-end actuals, except the following increases:
  - a. Accounting
  - b. Legal
  - c. Dog fees
  - d. Board compensation
  - e. Insurance
  - f. Landscaping - to weed rock beds twice/year.
  - g. Management fee - to match inflation and increase maintenance fee
  - h. Snow removal
  - i. Electric - to compensate for heat tape
  - j. Sewer - in line with expected increase.
  - k. Trash removal - anticipation of annual cost increase.
  - l. Water

C. Reserves

1. Because of the proposed special assessment, Board suggests no increase in Reserve dues.
2. Major projects this past year included: exterior painting, TREX replacement of railings, new unit number plaques, stucco replacement on 2000 building.
3. The HOA has significant remaining costs for painting, concrete project, stucco, and remaining railings.
4. Cost of concrete project: Western Specialty Contractors estimate is \$1,195,240 including additional sealant coating.
  - a. Western Specialty Contractors could begin the concrete project in March 2023

D. Special Assessment for upcoming Capital Projects

1. Board is researching a loan of approximately \$1.4 million for projects estimated at \$1.2 million.
2. Alpine Bank offers the most favorable loan options.
3. Discussion of concrete project, special assessment, and loan options.
4. Board and property management have determined that the concrete issue is a structural issue and goes beyond aesthetics. The crumbling and uneven concrete also create a safety and liability issue.

E. Motion to approve Board-recommended 2023 Budget with the special assessment:

First: Ellen Knous #9204

Second: David Hays #6102

Motion approved unanimously

**Property Manager's Report**

A. Completed Projects:

1. Completed exterior dryer vent cleaning.

2. Replaced handrail 1x1 posts, 2x4s and top caps. Replaced with TREX where possible.
3. Concrete work completed at 2000 building
  - a. Western Specialty Contractors removed old epoxy and concrete from the 2000 building.
  - b. Post tension slab tendons were evaluated. One tendon tie was repaired on the North side of the 2000 building.
  - c. So far, tendons are generally in good shape.
4. Removed old house numbers on the 1000, 2000, 4000 and 6000 buildings. Installed new house numbers.

#### B. Current Projects

1. Replacing compromised gutter materials.
2. Adjusting heat tape timers to keep up with melt off.
3. Securing materials list and orders for spring projects.

#### C. Future Projects

1. Aspen Quality Painting will complete the remaining exterior painting spring-fall 2023.
2. Aspen Quality Painting will repair deteriorated and rotten pillars and hardy board siding with stucco.
3. Anderson will replace top cap boards of courtyards and lower patios with Trex.
4. Exterior window cleaning.
5. Western Specialty Contractors will complete first floor concrete repairs for remaining buildings.

**CCIOA Required Homeowner Education:** Drain maintenance, recycling tips, and oversized trash.

#### Old Business

- A. Second floor landings that are deteriorating.
  1. Western Concrete will explore coating/sealant of second floor walkways and concrete work including stairways.
  2. Signs can be added until step height can be corrected.

#### New Business

#### Board of Directors

- A. Call for new directors: no new directors were nominated.
- B. Call for HOA members to vote to re-elect the Board unopposed.  
Reelection of current Board approved unanimously.

**Motion to adjourn:** 7:28PM

First: David Hays

Second: Melanie Duskocil