

Villas at Elk Run Board Meeting
Tuesday, December 5, 2023, 8:00 a.m.
Quarterly Meeting
Location: online

Board Members in attendance

Ben Brennan – Co-President
David Hays - Co-President
Zander Higbie - Secretary
Holly Upper - Treasurer
Melanie Duskocil - Board Member
Catharine Pieck - Board Member

Call to Order: 8:03 a.m.

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

Approval of November 3, 2023 Board Meeting Minutes

Approved by email post-meeting.

Old Business

- A. Deterioration of concrete on upper level landings.
 - 1. The buildings with landings in the worst condition are 8000 building, both sides, and 2000 building, east side. Jason will inspect the high step on 9000 building that was repaired recently.
 - a. Western Concrete estimate to repair concrete landings: \$20,000 per balcony or \$40,000 per building, including sealcoating.
 - 2. Driveway sealcoating recommended by Jason in 2024.
 - a. Estimate of cost: \$28,611.

Financial Report

- A. 2024 maintenance:
 - 1. Goal is to limit maintenance expenses to less than \$100,000 in 2024 to maintain budget flat with 2023 budget.
 - 2. Maintenance priorities: driveway sealcoating, concrete on upper landings, handrails.
 - 3. Board will consider repairing concrete landings only on 8000 building in 2024 and wait on the 2000 building.
- B. 2024 Budget:
 - 1. In order to hold 2024 budget and homeowner dues flat with 2023, Board recommends a budget of \$352,600

Property Manager Report:

- A. Gutters and downspouts need to be repaired. Jason is in contact with Rocky Mountain Gutters.
- B. Cleaning of garage doors will take place in the spring instead of during winter months.

C. Window replacement on 5102:

1. Jason has told owner, Dennis Stachan, that the window must be replaced in the same style as existing windows. Pella offers matching windows.

New Business

A. Move-in, Move-out fees:

1. Similar properties have an annual \$250 fee for rental properties for damage by move-in and move-out. Includes damage to gutters, beams, railings, and the cost of notifying new tenants of HOA rules.
2. Board will consider imposing an annual rental fee for properties that are not owner occupied.
3. Board will consider a tracking form that will be sent to each individual homeowner each year to determine whether unit is rented, vehicles, dogs, etc.

Confirm 2024 Annual HOA Meeting Date

January 29, 2024, 6:00 p.m.

Motion to Adjourn 9:00 a.m.

1st: David Hayes

2nd: Ben Brennan