

Villas at Elk Run Board Meeting
Friday, March 22, 2024, 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
Matt Corbin - Board Member

Call to Order: 8:00 a.m.

Quorum established

Approval of December 5, 2023 Board Meeting Minutes

First: Holly Upper

Second: Ben Brennan

Old Business

Property Manager Report:

A. Completed projects:

1. Rocky Mountain Gutters installed gutters and downspouts on the back sides of 3000, 5000, 7000 buildings.
 - a. Waiting on the 5000 building due to rot on patio. Expecting a quote from Aspen Welding and should be complete by early April..
2. Repaired the courtyard and perimeter fence.
3. Removed speed bumps.
4. Website updated with current insurance details.

B. Current and near-future projects:

1. Secured updated price quote for 2nd floor patio replacement.
 - a. David, Ben and Jason will walk the property to confirm the locations.
 - b. They will go over the scope of work with Brian and Stanley from Western Specialty Contractors.
 - c. Hot dipped galvanized L metal edge: 4 week lead time.
 - d. Brian will need a signed contract within the next couple of weeks for an early May start time. Stanley is awaiting a signed contract.

- e. Estimated May 6 start, with a 2 to 3 week timeframe to complete work.
 - f. Seal coat recommended after concrete patio work. Can do the work last week in May or first week of June.
2. David requested snowplow markers be removed.
 3. Jason is turning off heat tape.
 3. Pressure washing garage doors, walkways and clean windows: early May.
 4. Stain courtyard fence and fence along School Street.
 5. Parking lot cleaning, crack filling, seal coating and striping.
 - a. Kauffman Sealcoating. Will require 2 to 3 days.
 6. Mic Bac, structural engineer, designed a structural support drawing for patios with rotten beams (unit 5206).
 - a. Jason has contacted Aspen welding for a quote and are waiting to hear back.
 7. Leak in 6102 (Hays) occurred from a dripping hose bib on the patio damaging drywall and bedroom furniture.
 - a. A claim was initiated with Mountain West Insurance and Troy Gordon, adjuster with McMillian Claim service, inspected the scope of work.
 - b. Avalanche Carpet Cleaning and Remediation removed the damaged materials.
 - c. JMOR LLC added metal flashing and waterproofing to the exterior patio wall and replaced insulation. They also sealed air gaps adjacent to the electrical meter with fire rated caulking.
 - d. Owner's contractor replaced the drywall and repainted. Owner ordered the carpet
 8. Jason was notified that exterior flu boxes for fireplaces appear charred. Need them to be inspected. Board recommended that owners conduct inspections.
 9. Landscaping quote for 2024 will remain the same.
 10. Holly requested estimates for summer work projects.

Financial Report

- A. Special assessment loan will transition this summer from interest only to interest & principal.
- B. Board reviewed owner delinquencies in HOA dues: 2208 and 4207 are both delinquent.

New Business

- A. Jason looking into possibly abandoned vehicles and expired plates.
- B. Add to parking regulations:
 1. Vehicles cannot be parked in an outside parking space at Villas unless they belong to primary residents.

2. Only designated, striped parking spaces can be used, not grassy areas, or other areas.
 3. Vehicles must be moved every 14 days.
- C. Jason will create a Google doc to track HOA violations and notices.

Next Board Meeting Date

Week of June 23, 2024

Motion to Adjourn 8:58 a.m.

1st: David Hayes

2nd: Zander Higbie