

VASQUEZ RUN CONDOMINIUMS HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

4/22/15 7:00PM M.T.

CONFERENCE CALL

APPROVED BOD MEETING MINUTES

CALL TO ORDER

Scott Becker, HOA BOD president called the meeting to order at 7:03pm.

ROLL CALL

Jack Riott, BOD Treasurer via phone

Tom Cox, BOD Secretary via phone

Michelle Mueller, BOD member via phone

Scott Becker, BOD President via phone

Ryan Blackman, BOD member via phone

Dick Norman, Property Manager-Mountain Chalet Property Management, Inc.

APPROVAL OF MINUTES FROM 3/18/15 BOD MEETING

A request was made to clarify the amount to be allocated to the CRF. After further review of the BOD meeting minutes from 3/18/15 Jack moved to approve the minutes as presented. Michelle seconded the motion. Motion passed unanimously.

APPROVAL OF 3/28/15 ORGANIZATIONAL BOD MEETING MINUTES

The BOD also reviewed the Organizational BOD meeting minutes from the BOD meeting held immediately following the annual HOA meeting. After review by the BOD Jack moved to approve the 3/28/15 meeting minutes as presented. Michelle seconded the motion. Motion passed unanimously.

OLD BUSINESS

SHED ROOF COST ESTIMATES

Tim Koepke of Alpine Meadows Design joined the call to answer any questions with regard to his shed roof design. Scott commented that he has concerns about the snow load on the shed roofs. Tim commented that standard engineering calculations were used to determine structural needs for a snow load capacity of 110 lbs. Tim also noted the shed roof would be cold on the underside so he did not expect significant ice buildup since there was no heat source directly under the shed roof. Scott asked Tim his thoughts with regard to a cricket design. Tim commented the cricket design would not accomplish pushing the snow/ice/water away from the building. It would just push it to a different area of the roof. Since the BOD had no further questions Tim was thanked for his time and left the call.

The BOD president led BOD discussion with regard to the bids presented. Both contractor bids were presented as fixed cost bids with disclosure that

there could be "undiscovered problem areas". Michelle commented that since the current leak problem is only impacting her unit is it needed to address all four corners that have had historic leak issues. MCPM presented the BOD consider just doing a shed roof on that problem corner to see if it would perform as the engineer had indicated. The BOD also discussed adding flashing under the siding in the problem area of the C building. It was estimated by the BOD that gutters were installed prior to 2008 and that gutters were not installed during initial construction. The BOD discussed the possibility of a possible gutter installation issue since that corner is the only one leaking. It was noted that some abandoned cable wires were hanging there and can be removed. MCPM will remove. Tom commented that he felt that BOD was ready to make a decision at this time. Scott commented that possibly the BOD consider fixing the C building gutter, flash outside of the problem unit on the corner and monitor for a year or two to see how it works. The BOD decided to ask MCPM to investigate the cost of flashing and recaulking the problem areas on the C building. Jack commented that a scope of work needs to be developed if the BOD decides to tackle this project. Scott suggested this be tabled at the moment while Jack and Scott come up and determine the scope of work that would fix the leak issue on the C building. Jack and Scott will attempt to meet at the property within the next few weeks. After making the determination MCPM will be asked to obtain bids from contractors for the work. Scott commented that he and Tim Koepke will follow up with a review of the cricket design that Scott had researched.

A-102 REMODEL UPDATE

MCPM reported the last building department inspection to be 2/15/15. MCPM reported that inspection was to confirm the additional bedroom had been removed....now an office. The project is still open and has not been closed out. MCPM did meet with the State Electrical inspector at the unit on 4/1/15 so he could do an electrical inspection of the unit. The state inspector said he would provide a copy of the findings to the HOA BOD through the property manager. MCPM will contact the state electrical inspector to check on the status of the report.

METAL ROOF CONDITION

James McDonald of Done Right Roofing has done a metal roof inspection within the last twelve months. He suggested annual maintenance inspections be done and with minimal maintenance he would expect the metal roofs to last 10 years or longer. The BOD requested Done Right Roofing again inspect the metal roofs this summer while it is still warm enough to make any repairs that may be noted.

DOWNSPOUT INSTALLATION

The BOD agreed to wait until James from Done Right Roofing has recovered from his health issues and will then have him still install the removable downspouts

PRELIMINARY AUDIT-MICHELLE

Michelle commented that it will be mid June before she can get to the audit. Michelle indicated she would have information for the next BOD meeting.

COST ESTIMATE NEW PARKING LOT

MCPM noted that the paving contractors are inspecting the parking lot this coming week. The estimate will be for a full tear out, update the grading/drainage and 2 new layers of asphalt. The BOD also would like to know the contractor estimates with regard to remaining life of the existing parking lot.

COST ESTIMATE INTERIOR HALLWAY PAINTING

It was noted that one of the bids included the ground floor back hallways to the garages which is not part of the requested proposal. MCPM would advise the contractor and request a revised proposal. Michelle noted that two buildings have paneling along one entire wall that needs to be cleaned as part of this project. The BOD decided to have all four hallways painted. The BOD discussed repainting the doors a different color this time around. Michelle commented the trim in the stairway hallways looks bad.....will it be cleaned or replaced? Michelle commented that she knew someone who may be able to provide a color board for selection options. MCPM also needs to clarify the status of the trim with regard to the proposal. After discussion the BOD decided to look at changing colors to the hallways as well.

BELLCO INTEREST RATES

After researching CD rates and learning the higher rates were offered only to individuals and not to "businesses" such as a non profit HOA. Upon learning this the BOD decided to take no action with regard to HOA reserve funds at this time.

NEW BUSINESS

BUILDING SIDING REPORT-ALPINE MEADOWS DESIGN

Tim Koepke of Alpine Meadows provided a report with regard to the building siding's current condition. Scott reviewed some of the simpler fixes and suggested the property manager could make a number of the repairs. Scott suggested MCPM review the report and let the BOD know what MCPM can do and what needs to be contracted out. Michelle asked if there was a way to find out the expected remaining life of the siding and MCPM said they would reach out to Alpine Meadows Design to get that answer.

INTERIOR CARPET CLEAN & COMMON AREA WINDOW CLEAN

A cost estimate was received from Bolen's Carpet Cleaning for BOD review. After review of the estimate to clean the carpet and windows in the common hallways of each building Jack moved to approve the Bolen proposal with a scheduled work date of mid June. Tom seconded the motion. Motion passed unanimously.

CONDO UNIT WINDOW SCREENS

Several BOD members walked the property at the time of the annual meeting. The BOD noted which units had screens missing. The BOD decided that no action would be taken by the BOD with regard to having the missing screens replaced at this time.

NEXT BOARD OF DIRECTORS MEETING

The BOD agreed to schedule the next BOD meeting for July 22, 2015 at 7:00pm.

ADJOURNMENT

Being no further business to conduct Michelle moved for adjournment. Tom seconded the motion. Motion carried unanimously. Meeting adjourned at 8:47pm