

**WEST VILLAGE CONDOMINIUM ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 7, 2020**

MINUTES

CALL TO ORDER

Steve Stafford called the meeting to order at 2:00 p.m. The meeting was held via teleconference.

ATTENDANCE

Board Members in attendance were as follows:

- Jenni Marquez, Unit G-201
- Joy Ariel, Unit G102
- Bradley Stieber, Unit D101
- Vince Jones, Unit D102

Others in attendance were as follows:

- Steve Stafford, Slifer Management Company, Inc.
- Claudia Wells, bookkeeper for the Association

ESTABLISHMENT OF QUORUM

Since 4 of the 5 Board Members were present via teleconference, a quorum was established.

FINANCIAL REVIEW

Claudia reviewed the balance sheet and profit and loss budget vs. actual report dated June 30, 2020. A brief discussion followed.

DELINQUENCY REPORT

Claudia presented the delinquency report. There are no significant delinquencies at the current time.

IRRIGATION

Bradley Stieber said that the irrigation seems to be running way too much at night. It seems to recycle instead of just having each zone run once on the irrigation nights. It should only go through the cycle once. Steve said that he would have M&M Maintenance correct the problem.

APPOINTMENT OF OFFICERS

The Board designated the following officers:

- President – Jenni Marquez
- Vice President – Joy Ariel
- Secretary – Bradley Stieber
- Treasurer – Vince Jones

CONCRETE REPAIRS

There was a discussion about concrete repairs throughout the complex. The Board reviewed the bid from Larwood Construction. The Board directed Steve to zoom in on safety items rather than cosmetic items.

TREES

There was a discussion about tree replacements. The Board decided that this would be done in stages over a few years. They decided that for the first stage, the Association would try to replace one tree per building. They also felt that trees along the berm adjacent to Sylvan Lake Road are the most important. Some trees on the berm still need to be removed. The Board directed Steve to ask Mike Earl with Old Growth Tree Service for advice. The Board felt that safety issues are more important than spreading the trees throughout the complex.

SOD REPLACEMENT

The Board reviewed a bid (#262) from M&M Maintenance for sod replacement throughout the neighborhood. The Board directed Steve to confirm that the bid includes the removal of tree roots in the areas where sod will be replaced. The Board approved the bid if that's the case.

BUSH REPLACEMENT

The Board reviewed and approved proposal #261 from M&M Maintenance Services for bush replacement behind Unit E101.

FRONT PROPERTY SIGN

The Board reviewed and approved proposal #259 from M&M Maintenance Services for raising water valve boxes, adding new top soil to raise the ground level, removing bushes, installing new bushes and installing mulch near the front property sign.

REMOVAL OF LOW BRANCHES

There was a discussion about removal of low branches throughout the complex. The Board directed Steve to get an estimate for removal of the low branches.

RECYCLE SERVICE

Steve said that several residents have inquired about the possibility of getting recycle service for the Association. The Association currently pays Waste Management \$438 per month for 3 6-yard trash dumpsters. One of those dumpsters gets picked up twice a week (the furthest east dumpster) and the other dumpsters get picked up once a week. Waste Management has given Steve several options for adding recycle service. The Association could keep the current 6-yard trash cans and add a 2-yard recycle can to each of the three locations. That would be an additional \$105 per location per month. Another option would be for the Association to switch the current 6-yard trash cans for new 4-yard trash cans and add a 2 yard recycle can to each location. That would change the cost to \$200 per month per location for the 2 locations that get once a week trash service and \$300 per month for the location that gets twice a week trash service. That would make the total for trash and recycle \$700 per month. This second option would only work if the addition of recycle service reduces the amount of trash that goes into the trash dumpsters. That might occur but it's not guaranteed. Vince Jones said that another option would be for the Association to purchase their own recycle cans and hire someone to haul them to the community collection site. After discussion, the Board decided not to provide recycle service. The Board directed Steve to let owners know where the closest community collection site is.

RACCOON ENTRY POINT

There was a discussion about the fact that a racoon has recently been found to have entered an attic space. The racoon is now gone, but the Board directed Steve to have Turner Morris Roofing inspect the roof and to do what's needed to make sure that the entry point is closed to prevent a racoon from entering the attic again.

BUDGET AND REPLACEMENT RESERVE STUDY

There was a review of the budget and the replacement reserve study. The Board discussed the possibility of an increase in dues and/or a special assessment in the future. It was decided neither was needed at the current time.

UNIT D202 HVAC DRB APPLICATION

There was a discussion about the DRB application from Unit D202 for adding an attic fan to the attic above their unit. The Board directed Steve to send their conditions of approval to Skyline Mechanical, the company that the owners have previously mentioned as their contractor.

RULES COMPLAINTS, ENFORCEMENT, PROCEDURES FOR OWNERS

There was a discussion regarding rules complaints, enforcement and procedures for owners to follow.

BIKE STORAGE

There was a discussion about the many bikes that are stored in common areas. The Board directed Steve to purchase stickers so that bikes could be registered and identified. The Board decided not to purchase any additional bike racks. The Board decided that the ground floor back porch areas should be considered private rather than common. Bikes and buggies will be allowed on porches and balconies if they are kept clean and orderly. They cannot be left where they will be trip hazards.

INTERNET SERVICE

Steve informed the Board that he has been informed that Comcast will be offering internet service soon in the Eagle Ranch area.

NEXT BOARD MEETING

The next Board Meeting was tentatively scheduled for 2 pm on November 12, 2020.

MINUTES

The Board should approve past minutes at the next Board Meeting.

ADJOURNMENT

There being no additional business to transact, the meeting was adjourned.

Respectfully submitted,



Steve Stafford, Community Association Manager