

Grace Park II HOA

Board Meeting

May 22, 2010

The meeting was called to order at 8:45 AM in the Lions Room of the Fruita Civic Center. Those present were: Kerry Coleman - President, AD Fuller - Treasurer, Jeff Eisenman (Board), Karen Ewall (Board), Jason Carlson (1155 #2), Mary Blake (1137 #1), Lain Turgeon (1105 #1,2,3,4) Heather & Jim Greasley (1155 #4), Brian Sledge (1156 #3), Melinda Johnson (1103 #2). Layne Wyman has submitted her resignation from the Board effective immediately. With 4 of 6 Board members present a quorum was established.

The storage units were discussed as a couple of owners have expressed disagreement in removing them, Kerry noted that several meetings have been called and the removal of the storage units was discussed and noticed. There are approx. 8 units that have them, it would be difficult to remove them and put them back up. Mary Blake noted that the storage is a necessity and was one of the reasons they purchased a unit with it. Many of them have holes and are in disrepair, the idea of the project was to have everything looking the same. It was noted that owners can have storage sheds in their yard if they are in a lower unit. The Board will establish regulations for the storage sheds. Brian Sledge commented that the developer provided rubber storage sheds that were later removed because they weren't used. The storage on the carports is not original and should not be included in any contracts or leases. Regulations for back yard storage sheds in the lower units were discussed; as long as they don't stick up above the fence, colors are similar to the building and if wood stained the same color as the fence. One owner raised the concern of lowering the value by taking away the storage, although the improvements to the carport should increase value. No action was taken on this issue as it had already been motioned and approved at a previous meeting to remove them and not replace them.

Three bids were presented on the carport project: SDL Construction, Mor Storage & Escher Construction. The Mor Storage bid was just given to the Board today so they had not been invited; their bid was higher anyway at \$153,180.10. Escher Construction had prior commitments so only SDL was present at the meeting.

The new carport at 1138 was discussed as it has 6x6 posts, those will remain as it would be a waste of money to replace them with 4x4 to match the others. The roof pitch was discussed and 1/12 was recommended and all are to be the same with no reduction in the height on the front.

An Engineers report was discussed; Kerry felt it was important to have one done on the overall carport project, addressing the post size and anchoring, pitch, etc. The first report was discussed; however, it didn't address the entire project. This report will be the responsibility of the contractor. Whether or not a City permit would be required was discussed, the Contractor will have to include this as well. The posts were discussed, Jason was in favor of burying the posts rather than using a plate with bolts buried that the post is attached to. Kerry discussed with the engineer and she felt either method would be acceptable. If a plate was used you would have a metal plate above ground which could pose problems.

It was agreed to let the contractor make the decision on what they prefer and what the engineer suggested. The advantage to using the plate method is if you had to remodel or replace a post it would be much easier.

Painting of the carports was discussed; we need to make sure this is included in the bid. It is important that it be done correctly so the paint isn't peeling off in a few months. The key to painting steel is to acid wash it first. The next time they have to be painted they will probably have to be sand blasted first. Leaving them metal with no paint was discussed, paint is more than cosmetic it protects the posts as well.

The minutes from the March 22, 2010 Board meeting were reviewed, Karen made a motion to approve the minutes, seconded by A.D.; all in favor and the motion passed.

Kerry noted that Layne Wyman has submitted her resignation from the Board. The floor was open for volunteers, Mary Blake volunteered to be on the Board, Kerry made a motion to approve Mary, seconded by Jeff; all present in favor and the motion passed.

Linda noted that Layne was correct and we do need to make sure and notice every Board meeting either by newsletter, website etc. Linda suggested anytime we hold a General Membership meeting that we include in the notice that the Board will meet afterwards.

Kerry brought up an issue with a unit having a roof leak and mold on the drywall. She has obtained a bid from her contractor for \$350.00 to remove the drywall and insulation and replace it. Russ has seen the drywall and will get a price from the same person who did Elaine's unit. The roof leak was a result of a rubber boot that is dried out. In the past Rich had also brought up this issue as something that needed addressed.

Satellite Dishes were discussed, the Board needs to draft regulations for installing these. Ideas to include in the regulations are: not mounting anything into the siding or roof, removing them when you vacate, allowing them to mount to the struts that support the swamp coolers, mount to corner post of fence, not on fascia, allow one post per building near the back corner that everyone in the building can mount a dish on, requiring a deposit to ensure removal when vacated. The installer would be responsible for trenching underground for the wire. It was decided that we have to allow them but make the restrictions very heavy to encourage use of Cable rather than Satellite. The Board will work by email to establish the policies. In the fall Russ will work to identify who the dishes in the complex belong to and remove the ones that are no longer used.

Amending the By-Laws was discussed, they need to be amended and the changes proposed previously but not approved would make a good starting point. Kerry suggested establishing a committee to propose changes, make a note in the newsletter that there are proposed changes and post them on the website so everyone can review. The Board can amend them but the general membership should be involved. Kerry asked Karen Ewall to be in charge of this with assistance from Linda at Heritage.

The notice to maintain the private fences was discussed; it was questioned if anyone was following up on that to make sure it was getting done as many of them still have had no attention. It has been over a month since the notice went out. Russ will walk-thru and make a note of the ones still needing attention. One fence is built inside out and also is sagging, we could allow more time for him to change the fence but in the mean time he should fix broken pickets and stain it. If someone doesn't want to maintain a privacy fence and their neighbor isn't affected or doesn't object the homeowner should remove it. A second letter will be sent out to anyone who hasn't addressed their fence that it must be done by July 31 or the Board will take further action.

Planting trees along E Carolina Ave was discussed and still needs addressed, a work day was also discussed again. Karen noted that we have a lot of items on our list that don't get done, we need to prioritize items and stick to them.

Seth from SDL Construction was present to answer questions on his proposal. He provided a revised contract as his count on Carports was off. The new figures are (5) Carports that don't need new posts for a cost of \$1200.00 each and (41) Carports that are being refurbished for \$3200.00 each. His bid includes removing the storage units, adding additional LVL to the ones that currently only have 1, minimal replacement and fixing of rotted wood on the fascia. His bid includes having 2 LVL beams on all carports. He noted that his bid does include painting the posts. The fascia would be wrapped in metal and wouldn't require paint; there would be some touch up paint on the new or replaced LVL beams and the posts. He would paint them with a primer/paint combo it is more expensive but is a superior product; the posts would first be wiped down with acetone. Re-painting the post will be ongoing maintenance and would have to be done probably every 5 years or less, the posts will be painted after they are put up. The posts were discussed and the steel plats versus burying the post. The plates would be at a 90 degree angle and the asphalt is sloped in some places so they may stick up. He would prefer to do the plates if the angles can be worked out so they don't stick up. The plates will be 3/8" thick, there is potential that they will stick out. He will look into this further; he also mentioned that 4 brackets may be necessary. If that is the case he will bury them instead. The materials will be purchased locally. The roof will be a pro-panel material; he provided a sheet of colors, 26 gauge steel, 20 year metal that will last forever. The engineer report was discussed and Seth agreed to handle facilitating this at an additional cost above his bid price. The City of Fruita was discussed and if we need permits, the Board asked Seth to contact the City to see if we need permits and have them sign off on the project if we don't so that they can't come back later and say differently. Seth doesn't believe we need permits because we are not removing the existing roof. If the City requires a permit they will require that new building codes be followed which would probably add an additional LVL to each carport, Seth will include the cost of additional LVL's if required. The permit fees would be an additional expense above his bid price; his price does include sales tax. The pro-panel will be installed over the existing roof material with an additional layer of felt between the pro-panel and current roofing. The existing drip edge will be removed and replaced. Any additional requirements that the City of Fruita might require would be additional, his intention is not to nickel and dime the project. A.D. asked if we didn't do the metal fascia how much would we save, Seth thought it would be very minimal savings. The fascia was discussed, it won't have to be painted it is pre-coated in a color we choose. It will go to the

top of the roof line with a 90 degree angle to cover the wood. It was decided that once colors are selected he will finish 1138 carport with the pro-panel roof and fascia so everyone can see a finished product. The roof screws will be self piercing coated the same color and galvanized for zero maintenance. The screws may need to be re-screwed every few years; however, it is designed to last 15-20 years. The screws are placed in the valleys of the roof in a nice straight pattern. A.D. noted the pro-panel should be extended to provide an overhang to keep the water away from the building. The different sizes of fascia boards, some are 2x10 and some are 2x12, the metal fascia has a kick out at the bottom to keep the water away, on the larger wood boards a few inches of wood may be exposed and will be wrapped in sheet metal. Seth will provide a 1 year warranty; he will be responsible for overseeing everything. Timing was discussed; he anticipates doing 2-3 carports per week and will be a slow process to start until he develops a method. Seth will work with the engineer, the cost will be in addition to the bid, and he will also contact the City of Fruita. Noise from the new metal roof was discussed, Seth doesn't believe it will echo any sound, it will have felt under it, he believes it will be very quiet. Roof pitch was confirmed at 1/12 pitch with exactly 1 foot of fall from front to back. The back height will be 8' and the front will be 9'. The Board asked Seth what would not be included that we should be concerned about: welding cost on the 4 units that already have steel posts if welding is required to add a new bracket to the top of the posts, engineer fees, and permit fees. Seth will probably have the steel company store the steel until needed so that they can fabricate the brackets for the top, stock materials for a week at a time, he will have a locked trailer on-site for tools, he will use caution tape & fence. Seth will maintain liability insurance covering the entire project, A.D. asked about Builder's Risk; Seth didn't feel this would be required. Down payment requirements were discussed, Seth will have to purchase the steel up front and would like to run his figures and get back to the Board with a payment schedule based on a draw every two weeks. Kerry asked about references; he doesn't have references for this type of project but does a lot of work for Fannie May, Bray Property Management, other management companies in Grand Junction. Brian Sledge asked how he can guarantee completion of this project, a signed contract is his guarantee there is always a worst case scenario which he doesn't anticipate but if he was to fold we could seek legal action for breach of contract. There would not be a guarantee with any company. He will be using a Skid steer to lift the roofs, he will be responsible for calling in for line locates. Seth will use bagged hot mix to finish around the posts, it is heated with a weed burner and packs in and looks nice, he will slope them away from the posts to keep the water away. Seth will be responsible for clean up and removal of materials, he will have a dump trailer on-site to haul those materials off. He will place small items in the dumpsters but will not overload them. Carports will not be usable while under construction, it should only be a few days that they can't be used. Seth can start immediately and commits to being on the project 5 days a week every week until the project is finished. He estimates a crew of 3 people at all times, no less than 2. Seth agreed to have the project completed by the end of September. He will include a completion date in the contract after giving this more thought. He would like to start at 7:00 AM to 5:00 PM unless in the middle of something he may run later, he doesn't anticipate working on the weekend but may want to work on Saturdays as well. Colors were discussed, Seth will get 4 color samples in the beige & brown family and put them up at the 1138 Carport for anyone interested to look at. It was decided to have the fascia and roof colors the same.

There may be a small cost savings but the assessments should remain at the amount approved and if there is a savings that will be addressed when the project is complete, the extra funds can be put into Capital savings or refunded.

Jason suggested approving Seth and proceeding with a contract.

Kerry made a motion to approve SDL Construction as the contractor and proceed with signing a contract; A.D. seconded the motion; all present were in favor and the motion passed.

Kerry noted the loan has not been finalized but should be in the next week, if it were not approved the HOA would have to re-group.

Linda will write a letter to the owners who have storage units on the carports giving them notice that they will be removed at some point and that they need to start making arrangements, when a more precise time is available a follow up letter with a deadline will be sent. Letters will be sent to the Owners address as well as posted on the door of the unit so that the Tenants are notified as well.

Russ gave his maintenance reports & requests.

- Replace 1131 #3 cooler motor
- 1137 sprinkler head hit with mower
- Primer on ceiling at Elaine's and schedule paint
- Other sprinkler heads that need adjusted
- 2 ½ days at the minimum to mow & weed-whack, last couple weeks tied up on swamp cooler and sprinkler system. Does not want to weed -whack around trees so as to not damage them. Trimming along buildings being done with clippers to not damage the siding as has been done in the past. Cutting water down from every day to every other day to see how grass does. Zones are difficult to manage as areas are grouped together.
- Russ has trenched approx. 20 feet of Josh's yard looking for a break, the line is completely shattered. The sprinkler system was probably frozen several years ago. The Board voted to bring in some assistance on a time and material basis, Russ will have someone look at it and try and get an estimate.
- North of 1134 leak in line, it was agreed to have the same contractor take care of this as well. Russ can change heads and check each zone one at a time.
- The area around the concrete gazebo foundation does not have any irrigation lines and it needs to be irrigated as it is brown. Russ will get a bid on this as well
- Jason suggested removing the split rail fence in this area as it is the only location that has it. Russ noted it wasn't that difficult to deal with and it is in good condition, it was suggested to add it on the other side of the street as well.
- Fence repairs and staining – this expense has been approved; it was discussed to wait and do it in the fall before the weather gets bad. The Board asked Russ to get a bid on subbing out the staining and doing the repairs himself.

- Roof shingles that have come off with the wind will need addressed depending on his schedule he may be able to do this work later in the summer
- Many siding repairs needed, he is taking care of the most severe, and there are panels with no nails. Russ has a great deal of experience in siding and will work on this as time allows.
- Russ was asked to include in his weekly reports the violations that he issues. There has been only \$75.00 in fines collected so the Board will check with Heritage to make sure they are following up on these violations. It was confirmed that no warning is given for not cleaning up after your dogs, this results in an automatic fine. Brian noted an HOA that requires DNA testing on dogs before moving into the complex.
- Starting the fertilizing service again was discussed, it was decided to not do it this year and Russ will do by hand as he can. The lawn has never looked as good as it does now.
- A utility cart was discussed as money has been budgeted for it; we have \$2700.00 available in the Equipment budget. The cheapest way to go is a used golf cart, the Board would rather see an ATV type of vehicle be purchased that can have a plow on it for snow removal. Russ will look into a used Gator or similar vehicle.

Karen asked about installing some rock landscaping in front of her unit as some of the other units have. The Board felt this looked nice and that owners should be allowed to do this with approval. Karen was given approval to do so.

Russ is in need of a small hand pushed lawn mower as the larger one can't get into some tight areas. The Board approved this expense since there are funds in the budget for maintenance.

The meeting was adjourned at 11:20 PM