

PERSIMMON WOODS TOWNHOME ASSOCIATION BOARD MEETING MINUTES

Held Virtually Thursday, June 16, 2022 at 6:00 pm

1. **Call to Order:** The meeting was called to order at 6:04pm by Matt Hayden of Elevated Colorado
2. **Roll Call/Establish Quorum:** With four of five Board Members present, a quorum was established
 - a) Board Members in attendance: Carol Glasson, Genii Gatter, Steve Hilbert, and Dave Borns
 - b) Homeowners in attendance: Drex Douglas, Jessica Chaney, David Boorse, and Becca Aliber
 - c) Also in attendance: Matt Hayden of Elevated Colorado
3. **Approval of Minutes:** (from 03.17.22 Meeting): With no changes requested, a motion was made and the minutes were approved as presented.
4. **Other Motions:**
 - a) Motion was made and approved to engage with Earth Songs for fall clean up of the beds for an anticipated cost of \$700
 - b) A motion was made and approved to formalize the contract (approved by email) with Steven's Home Care (SHC) for the landscaping contract for the summer of 2022 at Persimmon Woods at a cost of \$9,236.50
5. **Financial Report (Genii Gatter)**
 - a) As of April 30, 2022
 - Operating account \$78,403
 - Expenses currently over budget by \$16,118 mostly due to increased snow removal, deck repairs, and the timing of the flower bed invoice
 - Reserve accounts \$117,143
 - One homeowner has a small outstanding balance that is acquiring interest. The Board will reach out to the homeowner to arrange payment to become current

- b) Reserve study review
 - 2022 Projects
 - Exterior painting- \$10k to touch up areas of most need
 - Parking lot crack fill and seal coat
 - Reserve Schedule true up from year end 2021 requested
 - Was missed during change of management, will be addressed

6. Property Walk Takeaways Maintenance items requiring attention

- a) Painting- exterior will be addressed in the areas of most need. This is not a complete exterior surfaces paint job.
- b) Landscaping-
 - Shrub trimming around gas meters
 - Flowers on rocks will be moved down onto the rock wall to avoid grass encroachment
 - Planter boxes perennials and annuals have started to be planed and the entry sign for Persimmon Woods
 - Eagle County fire mitigation plans and funds available to assist changing to plants that are less susceptible to fire
- c) Irrigation-
 - Irrigation system up and running after a short delay (power issue)
 - Zones and heads were identified as well as coverage areas
 - A few zones appear to be unnecessary and ECM recommends shutting off a few duplicating irrigation areas to reduce water use
 - Can monitor and turn back on if lawn begins to suffer
 - Focusing on minimal water use to keep lawns green but water bills as low as possible
- d) Chimneys-
 - Chimneys cleaned in the fall. ECM will arrange for cleaning.
 - Horizon roofing has been called to address the belly bands on the chimney and to come up with a plan to address
 - Some units have replaced the original wood-burning fireplaces. This may be the source of leaks that are occurring in a few units
- e) Gutters-
 - Roof runoff has been addressed in the past
 - Gutters were placed over areas of walking access
 - Gutters were installed to drain onto driveways because not every unit had the ability to drain to another area
 - Gutters do not have heat tape
 - no way to power buildings 1-3
 - Try to combine effort to get gutter professional, electrician, and a civil engineer to look at the roof runoff holistically
 - Cost to address is also a concern (has been a barrier in the past)

- f) Roof drainage-
 - Roof lines on the back sides that have no gutter runs are producing runoff that splashed up onto the building and is causing wood damage
 - Will be addressed with paint project
- g) Door hardware-
 - Several homeowners have changed their doorknobs over time and now there is no standard throughout the complex
 - Some homeowners have added doorknobs to their lower patio doors where there weren't any originally. None of these match.
 - Plan is to push for standardization as we move forward as requesting all homeowners to hold to a standard color and style
 - Will require Board approval to change the doorknobs in the future

7. Community Discussions

- a) New Reserve Study to update existing plan
 - \$2100 (w/ photos addl. \$200)
- b) Window washing- \$1450, July 22. No interior pricing yet
- c) Summer community picnic- Expected around Labor Day and location to be determined
- d) Earth Songs (flower contractor)
 - spring clean up timeframe has been missed, fall bed clean is \$700
- e) Courtyard/ Parking Lot Island
 - See what can be done to help clean up the look for the future, not 2022
- f) Shrub replacement project
 - Look at a long term plan for the landscaping
 - Engage with a landscape engineer to help create a plan that can be addressed over time to refresh the look of the HOA's landscaping
- g) Boiler replacement project
 - All but one homeowner has complied with the requests for the Eagle River Water and Sanitation District (ERWSD)
 - Approval was given by the Board to send a letter to request compliance.
 - He had been emailed three times and called by ECM, this does not include prior attempts by the former management company

8. HB22-1137 Changes to Collections and Covenant Enforcement Laws

- a) This will require some documents to be updated and will be addressed in the future as what this means is clearer

9. Community Comments

- a) Gutters were brought up again. It was restated that this is a large project that is being addressed again by the Board and will require engagement with a few contractors to get this done correctly at a price the Association can afford
- Gutters are not original to the building and were put in in the early 90s
 - There was not a good place to drain them at each unit and running them across the building was not done initially
 - Heat tape was not possible at the time because not all buildings had the ability to power it on a building metered outlet
- b) Trees were asked about.
- Part of the larger landscape plan that is in the works for the future.
 - This will also be addressed annually for safety concerns primarily, the overall health for trimming and fertilizing and pest treatments, and lastly for beautification or replacements
 - 2023 budget will include \$5,000 to address tree issues or replacements
- c) Roof snow removal was asked about.
- Roof snow is monitored and is removed when there is a safety or structural concern
 - This is budgeted for and is monitored throughout the winter months
- d) Parking was asked about. Specifically the non-driveway and non-parking lot areas that are in between buildings 4 & 5.
- This is a no parking zone and is supposed to be used for snow removal operations in the winter.
 - This is also true of the space in the lot behind building 5
 - This will be monitored and violation notices will be placed on vehicles breaking the policy

10. Next Board Meeting- October 20, 2022 to discuss the 2023 Budget

- a) Another meeting before this to discuss some of the larger, more complex issues (like the landscaping plan or gutter plan) may be set if needed

11. Adjournment- With no further items to discuss, the meeting was adjourned at 8:18pm