

Sylvan Square HOA Board Meeting

Held virtually on April 4, 2022

1. **Called to Order:** The meeting was called to order at 6:05 pm.
2. **Roll Call/ Quorum:**
Present: Board: Dustin Hall, Beth Johnston, Mary Pierik (quorum met)
Owners: Gary and Oksana Myers, C201
Guests: Matt Hayden, Elevated Colorado Management
3. **Consideration of Agenda:** the meeting agenda was unanimously approved.
4. **Consideration of Minutes:** Minutes from the Budget Meeting of 10/4/21 were presented and approved with 2 changes/corrections noted
5. **Financials**
 - 2021 year-end review - Beth reviewed the 2021 financial statement
 - a. Income as expected
 - b. Operations ended up approximately \$3,000 under budget
 - c. 2021 year-end has been sent into tax accountant
 - 2022 Budget
 - **Pest Control**
 - Lengthy discussion occurred regarding the pros and cons of pest control. Dr. Death is contracted to come in mid-April to exterminate ground squirrels. Board did not know if CO₂ or poison was to be used. It was determined that trying to control the rodents at this point would not be successful as they have already resurfaced from hibernation, and any type of control would not be effective, based on evidence from surrounding properties.
 - The board decided to cancel the pest control. It was agreed to periodically evaluate the property for damage by rodent burrowing and to set traps in areas where any evidence of rodent damage and/or encroachment was occurring (closets, irrigation, etc). Still to be determined is who would monitor the traps and dispose of deceased rodents.
 - Dustin agreed to follow up with Management to contact Dr. Death to cancel the pending pest control for April.
 - **Seasonal Landscape Agreement**
 - Contract received from SHC for 2022 landscaping; Dustin will sign before the end of April to secure a 5% discount, and send a copy of the signature page to Beth for payables in April. Requesting SHC mow between buildings and to make sure it is in the contract. Dustin will follow up to see if it will add to the proposed cost.

- **Trash**
 - The Waste Management (WM) agreement term is up and prices are expected to increase. Beth requested an updated quote from Vail Valley Waste (VWV) and included the proposal for review. Beth will contact Matt to request an updated proposal from WM. VWV can provide recycle bins for a \$120/month extra fee. The board decided not to pursue recycling as it is costly and difficult to monitor.
- **Tree Work – Eager Beaver**
 - Reviewed work done on trees last year by Eager Beaver. It was discussed that some trees may not have been trimmed a minimum of 3ft. above the ground and trees/shrubs abutting the buildings were not removed. There is \$1,500 in the 2022 budget for tree care and an assessment will be made during the walk-through this spring. Dustin will contact Eager Beaver to get a bid for the removal of the remaining trees identified in the fire mitigation reports.
- **2022 Reserve Projects**
 - **Painting**
 - Bid received in 2021 is the same for 2022. Mary raised the question about the repair of fascia around the units. One bid was received last year, but it was very high (\$15K?). Dustin will reach out to Matt to see if he can obtain bids from other suppliers.
 - Dustin will also reach out to Matt to see when the painting will be scheduled – only know it is for “early summer”.
 - **Parking Lot**
 - Gary asked about repainting the stripes in the parking lot. Beth informed him that some crack filling was done last year as well as repainting of one handicap space. She stated it was difficult to get a contractor to come out to do only painting. Money for it is in the budget and we will try to see if we can get someone to give us a bid.
 - Dustin also mentioned needing to remove the cinders placed by RMCL this winter, as they will lead to the breakdown of the asphalt. He will try to get a blower to remove them from the parking spaces.
 - **Landscaping Refurbishment**
 - Dustin received a plan from SHC to do “water-wise” landscape management. Discussed parceling out projects based on budget.
 - Discussed postponing any major landscape changes until we have a clearer idea of what Comcast will do to the property when installing cables. Beth has asked for a timeline from Comcast, but no response has been given.
 - Basic plan for landscaping that better fits our climate would include minimizing water use, plants that fit into surrounding landscaping and reducing the amount of woody vegetation next to buildings.
 - Dustin will follow up with SHC, Gypsum Garden Center, and GH Daniels and will contact a landscape architect he knows to try to get bids. Mary will contact a local landscape business she knows to see if they are still interested in submitting a plan and a bid.

- The board also discussed replacing the mulch this year, either with new mulch or something else that would be a better fit for our landscape, such as river rock. There is \$3800 in the budget for landscaping enhancements.
- Beth suggested starting a “Community Work Day” for all residents/owners of Sylvan Square to help with any landscaping or other small projects this summer, such as replacing weed fabric, placing mulch or rock, cleaning up the property, etc. Would help save money and foster a sense of community.
- **Roof Repairs** – status update
 - C building, unit 202 had experienced leaking into the unit and on inspection it was determined that the waterproof membrane had broken down, allowing water to seep inside. Matt is getting bids to have it fixed; Z&Z Roofing has estimated \$5,000 for the repairs and increasing heat tape on Building C. Work has not been completed. No additional leaks have been noted in the other 3 buildings. Will discuss this further during the spring walk-around.

6. Business

- **Air Conditioning**
 - Beth reviewed the history of the Association’s AC research and options that may work for Sylvan Square. Ideal options would minimize the impact on neighboring units and be contained within the unit itself or in limited common elements (window, deck, or patio e.g.) of the installing unit.
 - The Board will draft a policy to identify options available to homeowners, which will include setting decibel limits and include recommendations for Association-approved units. Mary will research decibel information and also options for window and portable units.

6. Spring Walk Around

- Dates were considered for the spring walk around and forwarded to Matt: 4:304/12, 5:00 pm 4/14 and 4:305/3.

7. Adjournment: The meeting was adjourned at 8:15 pm.

Respectfully submitted,
 Mary Pierik
 Vice President
 Sylvan Square HOA Board of Directors