

MINUTES OF THE MONTHLY MEETING
MASTER BOARD OF DIRECTORS
VALHALLA MANAGEMENT ASSOCIATION

The meeting of the Master Board of Directors was held October 20, 2015 at the Valhalla Recreation Center. Dick Rosener called the meeting to order at 7:01 p.m.

The following Directors were present:

Richard Rosener, Assn. 1 & 4	Pat Chambers (for Max Giefer), Assn. 9
Mike Fenske, Assn. 2	Elaine Wiegert, Assn. 10
Brian Kroeger, Assn. 3	Pamela Dowd, Assn. 11
Xavier Frigola-Baro, Assn. 5	Jim Iverson, Assn 12
Laxman Rajput, Assn 7	Bob Retzlaff, Assn.12
Jacob Petersen, Assn. 8	Tom Lunney (for Jan Bailey), Assn 15
	Carol Sabatke, Assn 15

The following Directors were absent:

Louis Ohly, Assn. 6

Also present:

Judy Ohly, Manager
Matt Brown, Maintenance Supervisor
Nick Voskoboev, recording secretary & chair for Long Range Planning committee
Kathy Schwartz, chair for Pool and Recreation Building Committee
Michael Chaffee – manager for unit 9-37

MINUTES:

Minutes from meeting of September 15 were presented. A motion was made to waive reading of the minutes. Sabatke proposed a correction on page 3 in the reserved parking regulations to state “for all buildings except 15”. No objections from board members were received. A motion was made to accept the minutes as corrected. Motion carried.

Hearing for Building 9, unit 37 Violation of resident policies.

Aunt and sister unit owner and manager for unit 9-37, represented the owner. Owner’s aunt tried to establish phone connection for the hearing but failed to reach the owner. Distributed to the board and owner was Article IX “Complaint and Enforcement Procedures”. Judy presented a list activities from May 21st through September 28th which violate noise regulations. Included were references to multiple reports from Rochester Police Department. renter was caught on camera propping the security door. It was proposed the initial fine should be \$50. Because the non-compliance continued and renter compromised building security, a \$500 fine was also imposed. Manager indicated that the owner wants to evict current renters responsible for noise, but failed to do so. A motion was made by Retzlaff to proceed with first and second fine and continue with fines for every noise complaint until individual responsible for noise is evicted. Fenske seconded the motion. Judy commented that next fine will be \$750 (latest fine plus \$250 according to procedure). Retzlaff reminded that the hearing was against the owner and the

owner is responsible for fines and renter's eviction. Judy commented that collected fines will go to the budget of bldg 9.

TREASURER'S REPORT:

No meeting was held for Finance Committee. Carol Sabatke, chair of the finance committee communicated with Judy Ohly to authorize a transfer of \$17,000 from the reserve account to the checking account of Assn 12. Also list of vacant garages was distributed to board members, most of available garages belong to associations 5 and 8. A motion was made and seconded to approve the treasurer's report. Motion carried.

STANDING COMMITTEE REPORTS:

Finance Committee, Carol Sabatke, Chair

No meeting of the Finance Committee, see above.

Building and Grounds Committee, Mike Fenske, Chair

Building and Grounds Committee met on October 7th. The Committee interviewed Doug Courneya about a Grounds Keeping Bid from Courneya Horticulture LLC. The contract was presented to board members with a recommendation of approval. The bid was for \$46,000 which after taxes comes to \$49,507.50. The contract has four major parts: mowing (\$26,000), lawn care (\$5,000), shrub pruning (\$5,000) and tree care (\$10,000). First three parts are actually lower than our current contracts. The yearly contract is set, but funds can be transferred between these parts at Valhalla's discretion. Building and Grounds Committee also recommended not to treat the ash trees for emerald ash bore, but start succession planning for replacement. It was stated that there are 41 ash trees at Valhalla Park. Treatment will be expensive, must be treated every two years and does not guarantee tree survival.

A discussion unfolded about tree care. Judy commented that the first three categories are bid on a "not to exceed" basis, but if additional work is needed for tree care it will be segregated by building. Lunney proposed to leave tree care to individual buildings. Judy agreed that individual associations will be making decisions about tree care on their property, but with this contract they will have a little money set aside for tree work and shrub replacement. Any extra work will be individual building's responsibility. Lunney questioned the necessity of this service, and Judy responded that Courneya's knowledge will allow Valhalla Park to be proactive in the grounds care and should save money in the long run. It was presented that last year \$18,000 was spent on reactive tree work. \$10,000 probably won't cover all projects, but is a start. Lunney asked what authority Courneya Horticulture LLC will have. Judy assured the Board Doug Courneya will only recommend projects and final decision will remain to individual boards and the Master Board. Petersen made a motion to approve the contract for 3 yrs, Rajput seconded.

Mike Fenske commented on the rail replacement along common sidewalk. Repairs will take place by Valhalla Staff in 2016. Matt commented that supporting posts are rusting out, but he

feels fine to leave those for winter. Fenske also recommended placing this item in the budget for full replacement in 2020. Staff will start getting estimates for this project.

An estimate for parking lot replacement was presented. Both Matt and Judy commented that Rochester Asphalt and Concrete indicated sealing the lots will be waste of money at this point. Instead the proposal is to fill pot holes and put money aside for next four years to redo the parking lot. Kroeger made a motion and Fenske seconded motion for pothole fill for next year. Petersen asked for exact numbers which will be changed in a budget if this motion will change work order to pothole fill instead of crack fill and seal coat. Judy distributed a corrected 2016 budget amounts for replacement / repairs. It was indicated that now parking lot work will require 11,100 instead of 55,500 previously budgeted. The exact costs were from \$500 for bldgs 1, 6 & 7 up to \$1,600 for bldg 12. Judy also commented that the parking lot retaining wall repair at the recreation building should wait until the parking lot is replaced. This change lowered recreation & common equipment budget from \$18,543 to \$12,543. Petersen made a motion to proceed with a new budget. Kroeger seconded. All board members were in favor, motions carried. Garage roof replacements and side walk repairs stayed the same as presented at the previous meeting.

Pool and Recreation Building Committee, Kathy Schwartz, Chair

Pool and Recreation Building Committee didn't have a meeting, but plan to meet October 22nd to see how to utilize the party room more often.

Question was asked why the TV was not centered on the wall. It was answered that setting on the edge of the wall allows the TV to be visible from any corner of the room including the kitchen area.

Executive Committee, Richard Rosener, Chair

No meeting was held.

Wage & Benefits Committee, Bob Retzlaff, Chair

No meeting was held.

Long Range Planning Committee, Nick Voskoboev, Chair

No meeting was held.

Manager's Report: Judy Ohly

Judy distributed October Manager's report. All items were read and discussed. It was commented that repairs for bike in work-out room will be \$590.93. The bike was purchased about 10 years ago and worth \$3500. A new bike is \$2500-2800. Petersen made a motion to approve the repair, Wiegert seconded. Motion carried.

Caretaker turnover was discussed. The repair work for damage on building 11 parking lot should start on 21st.

Pulver towing of unauthorized cars started at the end of September. The first couple of weeks there were quite a few towed. Now only one or two cars are towed a trip. Valhalla Management have not received any aggressive feedback, only regrets. It was reminded that there is \$200 fee for the tow. Chambers reminded that owners of the reserved parking spots can tow unauthorized cars themselves. They need to call Pulver and present an ID to confirm spot ownership and authorize a tow.

Short term rentals was discussed and our attorney confirmed that a rental under 30 days takes a special permit from the city. All board members supported ban of such rental. Petersen proposed to work on a policy to address short term rentals. Judy commented that the office will begin to focus on documentation compliance for rentals as well.

The information on budget meetings was presented and budget meetings were scheduled for Nov 4 and 5 at 6:30pm and Nov 7 and 8 at 11am.

Judy presented the list of accounts with dues in delinquency for more than 30 days. She proposed to give one forgiveness in 12 month for late fees, and assured that she can track it in Propertyware, so this opportunity will not be abused.

Judy also reminded about a separate list for delinquent assessments. She presented the list of assessment balances and attorney letters sent to those who are delinquent and makes no effort to catch up. Also a bill from Ohly Law office was presented.

MAINTENANCE DEPARTMENT REPORT: Matt Brown

Matt reported that Josh is still working part-time, but is expected to work full-time in November. Bobcat was repaired, it took \$800 to fix the oil leak and \$150 to fix ignition. A new bucket was requested for \$1500. Petersen made a motion to put it on 2016 budget.

Matt also reported that all buildings now have CO detectors.

UNFINISHED BUSINESS:

Roof updates were provided. Bldgs 1, 2 and 4 have completed the work. All done by Chandler.

2016 budget process was discussed earlier.

NEW BUSINESS:

Judy proposed to not have Master Board meeting in December due to all budget meetings and annual meetings, and have a party instead. Rosener approved the idea.

ANNOUNCEMENTS:

Rosener thanked Brian Kroeger who served as Master Board chair while Rosener was away.

OPEN COMMENTS:

Voskoboev asked if contract with Courneya Horticulture LLC should have taxes for a full amount or if labor should be excluded. Peterson, CPA, responded that in these contracts it is a common practice to have tax for a full amount of the contract.

ADJOURNMENT:

Lunney made a motion to adjourn, Fenske seconded. The meeting was adjourned at 8:32 p.m.

Respectfully submitted,
Nick Voskoboev, Recording Secretary
Valhalla Management Association