

Valhalla Building 11 Association
Agenda of the Board of Directors Meeting
April 17, 2019

- I. Call to order & Roll Call – 6 PM in Party Room. Linda Castiglioni, President, presiding. Board Members Present: L. Castiglioni - President (Units 14 & 31), C. Robson – Vice President (Unit 35), M. Wodrich (Unit 28), P. Dowd – Secretary (Unit 22). Board members absent: J. Scrimshaw - Treasurer (Unit 36), M. Gazi (Unit 23).

Owners Present: Mark Schoennauer Unit 17; Jennifer Wood Unit 12.

- II. Proof of Notice of Meeting sent out to Owners of Building 11.
- III. Reading of January 19, 2019 Building 11 Meeting Minutes. A motion was made and seconded to accept the meeting minutes with attachments, as written. Motion carried.
- IV. Report of Officers –

President's Report: Valhalla Master Board has reorganized many committees and has changed the Building and Grounds Committee name to "Recreation Area Management Board". Director Chris Robson is Building 11's representative for this committee and will report back to the Building 11 Board. The committee will be studying the proposals from architectural firms for the drainage and new parking lot design for the overall complex. The parking lot cost will be assessed based on the property boundaries of each building.

Treasurer's Report: Building 11 has approximately \$238K in our reserve account. One unit has an outstanding balance. Valhalla management is actively following up on outstanding balance.

- V. Reports of Committees:

Building & Grounds: Building 11 requires repairs to the exterior and interior of the building. The Board has approved a scope of work for a structural engineer to identify what repairs are required. The Board will review proposals in May/June 2019.

10 units require window replacements (total 33 windows). Bids to be obtained.

5 units require patio door replacements (open patio units only). Bids to be obtained.

3 units require patio wall repairs (open patio units only), one on 2nd floor, two on 3rd floor. Work is now beginning pending weather.

Open patios are considered limited common areas and are covered under the HOA.

Enclosed patio areas: six (6) units on the 1st floor (ground level), two (2) units on the 2nd floor and zero (0) on the 3rd floor. All 3rd floor and 2nd floor patio floors are made of wood decking and water drains through the floor boards onto the next owner's unit; directly below.

The board has not received any documentation from owners with enclosed patios regarding City of Rochester Building Permits. Enclosed patios are considered the individual units living space and are not considered limited common areas, therefore they are not covered under the HOA. Owners with enclosed

patio units are responsible for all repairs to their units and any damages to the building and/or other units caused by their enclosed patio.

Building 11 Owners with enclosed patios may request to have their patios returned to the original open patio state, with the association absorbing the costs. Owners are encouraged to return their patios to the "limited common elements"*"to maintain the architectural consistency of the building, project an overall aesthetically pleasing appearance and ensure the safety of the buildings and users....."* Please make this request in writing to the Valhalla Office. Thank you.

Building 11's reserve funds will be used to cover projects being worked on for exterior stucco, painting the hallways and stairways, carpet replacement for the hallways and stairways, staining work for the hallways and stairways, replacement of tiles in the three laundry rooms, entrance areas and storage rooms, repair of open patios; and window replacements, etc. Board Members will monitor the reserve money being used and make decisions as needed to maintain adequate reserve amount, plus money needed for repair work for Building 11.

Service King has completed the spring carpet cleaning. Additional carpet cleaning will be done due to excess snow, sand and dirt; from the long and harsh winter months this season.

VI. Report of Manager – See attached April 2019 General Manager's Report.

#3. Battery operated smoke alarms have been installed in the common areas throughout the building. Board reviewed the two proposals for hardwired smoke alarms; Custom Communications and Viking Automatic Sprinkler Co.

Board has the following questions: Do the bids include smoke and CO2 alarms? The bids appear to include only smoke alarms? What does the Fire Marshall require to meet the fire code specifications? Are the bids all-inclusive to ensure Building 11 is meeting the fire code?

The board will review the revised bids at the next meeting.

#5. Owner Unit 12 requested area rugs be placed in the interior hallway on the hallway carpet. This is against resident policy and City of Rochester Fire Marshall. Request denied.

#6. Enclosed Balcony Policy. See meeting packet for additional information.

Owner Unit 12 expressed disagreement with Valhalla Eleven Association Enclosed Balcony Policy and stated the board did not have the authority to establish a Resident Policy regarding patios in Building 11. There are a total of 16 open patios and 8 enclosed patios in Building 11. Of the 8 enclosed patios, 6 of them are on the 1st floor (ground level) and many have open patios above them.

The below Bylaws and Policies were reviewed during the meeting specifically highlighting the overall Building 11 Bylaws, Valhalla Park Condominium Resident Policies, Additional Resident Policies Valhalla Park Condominium Buildings 1-11; and Valhalla Park Condominium Building 11 Policies.

Building 11 Board of Directors are following the Valhalla Park Condominium Bylaws and established Valhalla Resident Policies.

Building 11 Bylaws: Article IV Board of Directors:

[http://www.valhallacondos.com/editor_upload/File/B_%2011%20By-Laws\(1\).pdf](http://www.valhallacondos.com/editor_upload/File/B_%2011%20By-Laws(1).pdf)

Section 2 – Powers and Duties: *The Board of Directors shall have the powers and duties necessary for the administration of the affairs of the Association, the operation and maintenance of a first class residential condominium project and the protection and defense of the same.*

Section 3 – Other Powers and Duties. *The Board of Directors shall be empowered and shall have the duties as follows:*

- (a) To administer and enforce the provisions of the Declaration and these bylaws.*
- (b) To establish and enforce compliance with such reasonable rules (herein called “Resident Policies”) as may be necessary for the operation, use and occupancy of this condominium project with the right to amend same from time to time.*
- (c) To keep in good order, condition and repair all of the general common elements and limited common elements, and all items of personal property if any used in the enjoyment of the condominium project.*

Valhalla Park Condominiums Resident Policies

[http://www.valhallacondos.com/editor_upload/File/2017%20Mins/This%20%26%20That/General%20Resident%20Policies%203_2019%20\(003\).pdf](http://www.valhallacondos.com/editor_upload/File/2017%20Mins/This%20%26%20That/General%20Resident%20Policies%203_2019%20(003).pdf)

Page 4 – Article II – Use of Units

2.2 Unit Owners and/or Occupants are responsible for keeping their respective Units in a good state of repair and cleanliness,....

2.7 The Association is responsible for the maintenance, repair, and replacement of Common Areas. However, the Association may charge the Unit Owner for the reasonable cost of repair and replacement if the repair or replacement is necessitated by the act or neglect of the Owner and/or Occupant, or their families or guests. Maintenance and repair of exterior doors and windows of each Unit shall be done only by, or under the supervision of the Association. The cost of such maintenance and repair necessitated by the act or neglect of the Owner and/or Occupant, or their families or guests, shall be charged back to the Unit Owner.

Valhalla Park Condominiums Buildings 1-11 Additional Resident Policies:

http://www.valhallacondos.com/editor_upload/File/2017%20Mins/This%20%26%20That/1-11%20Additional%20Resident%20Policies%209_2018.pdf

Page 7- Article VI – Balconies and Patios

Balconies and patios are part of the exterior architecture of each building, visible to the adjoining neighborhood as well as other residents. Although they are an outdoor extension of the living space of each residential Unit, restricted use is required to maintain architectural consistency, project an overall aesthetically pleasing appearance and ensure the safety of the buildings and users.

Association Eleven Enclosed Patio Policy (Attached):

http://www.valhallacondos.com/editor_upload/File/2017%20Mins/This%20%26%20That/Building%2011%20Enclosed%20Balcony%20Policy.pdf.pdf?fireglass_rsn=true#fireglass_params|&tabid=a_b9b5faf6191d24d&application_server_address=mc23.prod.fire.glass&popup=true&is_right_side_popup=false&start_with_session_counter=1

Association Ten Enclosed Patio Policy (Attached):

http://www.valhallacondos.com/editor_upload/File/Building%2010%20Enclosed%20Balcony%20Policy.pdf?fireglass_rsn=true#fireglass_params|&tabid=a69719171186c451&application_server_address=mc23.prod.fire.glass&popup=true&is_right_side_popup=false&start_with_session_counter=1

VII. Unfinished Business:

See Building & Grounds – above

VIII. New Business:

- Trees trimmed around the building. Maintenance to review with tree contractor
- Some outside lights are not working. Maintenance to identify and fix. (look by Unit 14 & 18)
- Positions of cameras and additional cameras. May need additional cameras in common lobby area – pointing to security door and stairs.
- Owner unit 12 asked if Owners could provide and plant things areas around Building 11. The grounds are governed by the Master Board and it is important all plants/trees meet the overall goals of the complex. Individual buildings may not make independent decisions on plants, trees, scrubs, etc. The overall complex’s “Recreation Area Management Board” will be making decisions on the overall look of the complex, including landscaping design. Director C. Robson is Building 11’s representative on this committee. Request denied.
- Owner Unit 12 stated there was trash and cigarette butts, around the front door of Building 11. If an owner/resident sees something, please pick it up and place it in the appropriate receptacle. It is everyone’s responsibility to ensure our building is enjoyable for all owners/residents.
- Owner Unit 12 stated there was a mouse in the garage she rents.
- Owner Unit 12 stated, in her opinion, the snow removal at the entrance of the garage she rents was not adequately shoveled during some days this past winter.

XI. Adjournment: A motion was made and seconded to adjourn the meeting. Motion carried. The meeting adjourned at 7:36 p.m.

Minutes Respectfully Submitted: P. Dowd – Director; Secretary

General Manager's Report April 2019

1. Exterior repair project..... pg 5
 - Structural engineer search
 - Contacted 9. 4-responded, 2- available in a month or so, 2- said no
2. Balcony Repair Update- FYI
 - #28- Completed except for some painting and caulking when the weather improves.
 - #26- currently being done by Ben Gatzke
 - #36- currently being done by Ben Gatzke
3. Smoke Monitoring Update
 - Custom Communications \$14,068.26 – bid attached..... pg 6
 - Viking Automatic Sprinkler Co. \$15,900– bid attached. pg 14
 - Bid does not cover all deficiencies
4. Reserved Handicap Parking – 11-12
 - Management has not received her letter verifying the need.
5. 11-12 would like to have rugs placed in the interior hallway in front of the hall door to cut down on the dirt that is tracked in from outside.
 - It is currently against resident policy:
 - 3.1 Stairs and hallways shall be used only for entrance and exit to and from units, and may not be obstructed by the storage of personal property or otherwise. **Hallways must be kept free of all items such as overshoes, toys, rugs, boxes, shopping carts, etc.** Fire doors and unit doors are to be kept closed. Organized gatherings, playing or loitering in common area hallways is not permitted.
 - I have also discussed this with the caretakers. The general consciences were it would take more time to mess with the rugs, than just vacuuming the halls as intended.
6. Enclosed Balcony Policy pg 17
 - Emailed from 11-12 concerned on how the policy was passed pg 18
 - 2018's Annual meeting Minutes, policy discussion pg 21

Submitted by
Stacy Wilhelm

Valhalla Eleven Association

Enclosed Balcony Policy

Several units have enclosed balconies or patios. The building was not designed to have the balconies enclosed. It is the opinion of several contractors that some of our building's stucco problems are because of enclosed balconies. Therefore, the Valhalla Eleven Association Directors have established the following policy, effective immediately.

1. Any balcony currently open must remain open. Current open balconies will not be allowed to be enclosed.
2. The Association will not pay for repairs of enclosed balconies. The owner must pay for any repair issues with their enclosed balcony.
3. Any owner that would like their balcony opened, the association will arrange and absorb the cost for the removal of the balcony windows and, if missing, reinstallation of the railing.
4. Once the current stucco problems have been repaired, any subsequent stucco problem that is determined to be the result of an enclosed balcony will be repaired and the cost charged to the owner of the unit with the enclosed balcony causing the problem.

Valhalla Ten Association

Enclosed Balcony Policy

Several units have enclosed balconies. The building was not designed to have the balconies enclosed. It is the opinion of several contractors that some of our building's stucco problems are because of enclosed balconies. Therefore, the Valhalla Ten Association Directors have established the following policy, effective immediately.

1. Any balcony currently open must remain open. Current open balconies will not be allowed to be enclosed.
2. The Association will not pay for repairs of enclosed balconies. The owner must pay for any repair issues with their enclosed balcony.
3. Any owner that would like their balcony opened, the association will arrange and absorb the cost for the removal of the balcony windows and, if missing, reinstallation of the railing.
4. Once the current stucco problems have been repaired, any subsequent stucco problem that is determined to be the result of an enclosed balcony will be repaired and the cost charged to the owner of unit with the enclosed balcony causing the problem.