

**VALHALLA ASSOCIATION 15**  
**BUILDING & GROUNDS COMMITTEE MINUTES**  
**July 11, 2022 – 4 PM Valhalla Party Room**

**Note:** Agenda items with \* require a decision and recommendation to Building 15 Board of Directors.

**Welcome Members & Guests:** Linda Castiglioni, Chair

**Discuss Prioritization of potential building projects for 2022, 2023, 2024, 2025, etc.** Long-term planning for Reserve items and saving monies for large projects. All Building & Grounds Committee members are 100% Volunteers who donate their time and expertise to building projects resulting in adding value and benefit for all Owners.

- I. All projects are managed by a very limited number of Volunteers. Owners are asked to be patient with projects as these are being completed “as time allows”.
- II. Prioritization of Projects.
  - a. For 2022-2023 the focus will be to complete the interior project. All other projects will be paused until further notice. The interior project has been on pause for the last 4+ years (2018-2021) because other competing building projects were a higher priority to the owners.
- III. Security Cameras strategy and purchases for common areas (entrances and parking garage) and entire parking lot. Safety measure.
  - a. Discussed purchasing a security camera system to replace the current system and future needs of exterior cameras that cover the entire parking lot. It was decided to look for a camera system that would replace the current system and meet the future needs of the parking lot coverage. This project is in the research phase.
- IV. Exterior building seal coating. Last building seal coating in 1984. One Owner reporting alleged isolated water intrusion issue (Apt 215 – end unit - Carol Sabatke).
  - a. Prior isolated water intrusion solutions were implemented in 2018-2019. The Project Manager – was David Aries Apt 101. These solutions were caulking the entire exterior building and replacing 32 windows on end unit apartments for approximately \$270,000: resulting in all owners paying a special \$\$ assessment based upon their individual percentage (1.6% or 1.9%) of ownership of the entire building. Same owner Apt 215 (end unit) reported alleged isolated water intrusion before and after these solutions were implemented in 2018-19.
  - b. Another owner (David Aries Apt 101, Project Manager) volunteered (2019, 2020, 2021) to research this isolated alleged water intrusion issue again, present findings, and present potential solutions to the Building & Grounds Committee. No findings or potential solutions were presented to the Building & Grounds Committee in 2019, 2020, 2021 and/or 2022.
  - c. Potential exterior seal coating was discussed. This potential solution has not been fully researched or vetted. Although there was pushback from one member of the committee, the alleged isolated water intrusion issue was tabled at this time.
  - d. The alleged isolated water intrusion issue requires extensive research and study for potential multiple solutions. This issue will be discussed after the interior project is complete.
- V. Roof replacement savings plan. To be added to planning session agenda
- VI. Elevator savings plan. To be added to planning session agenda
- VII. Other Reserve items requiring a savings plan. To be added to planning session agenda
- VIII. Flagpole replacement. To be added to planning session agenda

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**Interior Building**

- Interior Beautification Project. (Large Commercial Project) – On Time according to Building 15's Board of Directors' Approved Project Plan.
  - Flooring Project status – On time. Multiple manufacturer carpet and baseboard samples have arrived.
  - Interior flooring, baseboards, etc. Last installment 24 years ago.
    - Discussed baseboard options. Linda Castiglioni presented multiple baseboard samples at the meeting. No selection decisions made.
    - Multiple Carpet samples have arrived directly from carpet manufacturers (Mohawk, Shaw, Patcraft, Tarkett, etc from Dalton GA. Discussions about potential carpet solutions will continue directly with carpet manufacturers.
    - Carpet samples are from the "Hospitality" category and are used in hotels. The "Hospitality" category of carpet is made for high traffic and high abuse environments. Multiple previous discussions with Rochester local carpet companies did not result in "Hospitality" carpet category potential solutions.
    - Jill Bailey, Pam Burton, Christina Block and Linda Castiglioni will be reviewing multiple samples on Friday (July 15<sup>th</sup>, 2022). Addendum: Meeting rescheduled to Saturday July 16<sup>th</sup>, 2022. Jill Bailey, Pam Burton, and Linda Castiglioni reviewed multiple carpet samples on July 16th. Around 14 carpet samples were selected for further review and discussion with manufacturers. Christina Block had a conflict and was unable to attend Saturday's July 16, 2022, meeting.
- New Apt Door Numbers Installation – Project is **on time**. 54 out of 60 apartments installations have been completed by 100% Volunteers – Kerry & Linda Castiglioni. Installations take 45-60 minutes per apartment; plus, additional time for paint touch-ups.
  - Remaining 6 apartments installations are pending. No ETA for remaining installations.
  - Volunteers will install remaining numbers as *"time allows."*
- New Apt Door Handles, Locks, and weather-stripping status – On-Time. 1<sup>st</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Floors are completed with a few individual apartments pending on some floors.
  - 2<sup>nd</sup> floor installation pending; No ETA for remaining installations.
  - Maintenance staff installing as *"time allows."*
- **\*Proposed** approval for New Corner Protectors – Elevator Door Jambs – Metal – L. Castiglioni
  - Discussed ordering stainless steel corner guards for the elevator's door jambs. There is currently a 30% off sale, and President Christina Block was present and approved the purchase of approximately \$750. Corner guards were ordered after the meeting. Maintenance will install corner guards. No ETA for arrival.
- **\*Proposed** New Apartment Door Décor and approved fasteners. Policy change – Jill Bailey
  - Magnetic fastener samples were presented by Jill Bailey. They hold up to 10 pounds and are coated so they will not scratch the new paint job on the doors. A 2-pack cost \$9.98. Owners can purchase on their own, or Jill will have them available at \$5 each.
- **\*Proposed** New Communication boards within the building. – Jill Bailey

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- Discussed installing cork strips instead of full bulletin boards. There was discussion about installing a full bulletin board in the mailroom. Recommendation to move to install the cork strips in the garbage chute areas. Other potential solutions will be explored.
- **\*Proposed** New Interior Stairwell signage – International Fire Code Language/Size.
  - Pam Burton volunteered to do research on commercial buildings such as hotels as to stairwell signage and wording and report back to the committee next month.

**Exterior Building**

- Exterior signage – Jill Bailey
  - Jill Bailey did some research and provided two sample pictures of potential exterior signage. Jill will do more research and report back to the committee next month.
- Flower Planting- wall and planters. Jill Bailey
  - Nothing to report
- Request from one owner (Cynda Tischer Apt 407) for the building to purchase additional chairs for front patio area. Discussion followed, exterior furniture not in the budget; therefore, request denied. No further discussion or actions. Focus on interior project for 2022-2023.
- Request from one owner (Wayne Jaspersen Apt 415) to purchase grass sod to be placed behind Transformer and where pine tree was removed by the front stairs. The building did extensive exterior landscaping, blanket seeding, installing multiple plants, etc; last year (2021) at a cost of >\$15,000.
  - Jill Bailey volunteered to seed these areas again since the grass seed blankets are still functional and will help hold new seed in place. Jill Bailey will donate her time and grass seed for the building's benefit. Recommendation was made to seed these areas. Request for grass sod denied. No further discussion or actions. Focus on interior project for 2022-2023.

**Overall Building**

- I. Preventative Maintenance; Items due in July/August 2022 – Dan Bredesen
  - a. Driveway asphalt damages on north side. Dan reported the Contractor recommended the building waits and reassess the area in a few years. No action required.
  - b. **\*Proposal** for Driveway and “No Parking Area” Striping. Dan Bredesen. Dan received a quote of \$429.28 to do a double stripe down the driveway and an additional \$109.82 to mark the area between the garage doors a “NO PARKING” area (like the existing “NO PARKING” area in the front of the building). A recommendation was made to paint both the driveway and between the doors.
  - c. Garage drains cleaning – Date to be determined. Dan Bredesen
- II. Caretaker Routine Maintenance; Items due in July/August 2022 – Deb Dahley
  - a. Nothing to report
- III. Parking Lot & Garage Sweeping and Cleaning completed in June 2022
- IV. Security Cameras – Define long-term camera security needs and Scope of Work – Linda Castiglioni/Chris Robson

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**Guests – Open Comment/Feedback:** None

|          | <b>X = Present</b>                  |          | <b>V = Present Video</b>                                    |  | <b>A = Absent</b> |  |        |
|----------|-------------------------------------|----------|-------------------------------------------------------------|--|-------------------|--|--------|
|          |                                     |          |                                                             |  |                   |  |        |
|          |                                     | <b>X</b> | Carol Sabatke – APT 215 - Member (left early)               |  | Guest:            |  | Guest: |
| <b>X</b> | Pam Burton – APT 404 - Member       | <b>X</b> | Chris Robson<br>General Manager<br>Valhalla Assoc           |  | Guest:            |  | Guest: |
| <b>X</b> | Kevin Castiglioni<br>Member - Owner | <b>X</b> | Dan Bredesen<br>Supervisor<br>Maintenance<br>Valhalla Assoc |  | Guest:            |  | Guest: |
| <b>X</b> | Linda Castiglioni<br>Chair - Owner  | <b>X</b> | Guest: Kerry<br>Castiglioni - Owner                         |  | Guest:            |  | Guest: |
| <b>X</b> | Jill Bailey - APT 102 - Member      | <b>X</b> | Guest: Christina<br>Block – APT 400                         |  | Guest:            |  | Guest: |