

VALHALLA FIFTEEN ASSOCIATION
BUILDING & GROUNDS COMMITTEE MINUTES
April 10, 2023 – 4 PM Valhalla Party Room

Welcome Members & Guests: Meeting began at 4 PM. Linda Castiglioni Chair welcomed members and guests. Committee recommendations are noted with “ * ”.

Action items:

- 1) Interior Refresh Project: Flooring and baseboard status. This project is on-time in accordance with the Board approved December 28, 2021, project plan timeline. Project is expected to be completed in 2023.

Reviewed revised interior flooring proposal from Mohawk/Durkan dated April 10, 2023. Additional required floor preparation lines added to this proposal. Committee reviewed new proposal dated April 10, 2023. Proposal requires verification of all line items for materials, labor, and equipment. Castiglioni will continue to work directly with designer/project manager and installation project manager from Mohawk/Durkan to finalize proposal and scope of work.

***Committee recommends** approving budget of \$125,000 for flooring and baseboard installation (includes materials, labor, equipment, delivery, disposal, etc.). Valhalla to provide dumpster for disposal and port-a-potty for installation crew, at additional cost.

Once budget approval obtained from Board; next steps are the following:

- finalizing written scope of work
- written bi-lateral agreement drafted, reviewed, and signed.
- Valhalla Fifteen Association makes 1/3 down payment for custom flooring and baseboards.
- Order custom flooring and baseboards. Timeline dependent on product manufacturing and delivery – unknown at this time.
- There are many variables, and these variables are dependent upon Mohawk/Durkan manufacturing schedule, rail transportation, and trucking transportation, etc. Issues with manufacturing, transportation and labor may impact timelines.
- Installation crew cannot be scheduled until the materials are manufactured and delivered to Rochester MN. Installation crew has other scheduled jobs nationwide.

***Committee recommends** approving Mohawk/Durkan be awarded the materials and installation for the custom hospitality flooring and baseboards. Mohawk installation crew specializes in installing hospitality flooring with specialized patterns.

***Committee recommends** approving Sorenson & Sorenson Painters return to make repairs on walls, doors, door jams, etc; prior to flooring and baseboard installation.

***Committee recommends** approving Sorenson & Sorenson Painters remove yellow panels on landing areas on 2nd, 3rd and 4th floors, repair walls and paint walls prior to flooring and baseboard installation.

Please contact **Linda Castiglioni** with questions; **713-459-0289** or linda@akiens.org.

VALHALLA FIFTEEN ASSOCIATION
BUILDING & GROUNDS COMMITTEE MINUTES
April 10, 2023 – 4 PM Valhalla Party Room

- 2) The City of Rochester Building & Safety Department requires skilled labor services be appropriately permitted and inspected per the City of Rochester MN building codes.

The following work, including but is not limited to, must be performed by a City of Rochester licensed contractor, must have the appropriate building permit(s), and must be inspected by City of Rochester Building & Safety inspectors. All materials and services must meet established building codes.

- HVAC (Furnace/AC replacements) (inside unit and roof top)
- Water Heaters (replacements)
- Electrical (rough-in changes)
- Plumbing (rough-in changes)
- Adding and/or removing walls (building code grade materials must be used)
- Installation of windows, patio doors, hallway doors
- other

***Committee Recommends** all owners must submit in writing to Valhalla Fifteen Association Board of Directors all proposed work they plan to do inside their units and if applicable, a copy of their building permit prior to work beginning on their unit. Board will approve or not approve work in writing.

Notation item: Routine maintenance items shall be excluded from Board approval.

Please contact **Linda Castiglioni** with questions; **713-459-0289** or **linda@akiens.org**.

- 3) There have been at least three (3) emergency water heater replacements in the building during this past month. Owners are financially responsible for the maintenance and repairs of their unit's water heaters, damages caused by their leaking water heaters and contracting with their own contractors.

Leaking water heaters may cause water damage to the owner's unit and water damage to other owner's unit(s) below the leaking water heater. In addition, owners with failed water heaters will not have hot water for several days.

All owners are individually financially responsible for damages to their own units regardless of the cause. All owners are responsible for contracting with their own contractors for required repairs to their own units.

Water heaters for the building's units are a specialized sized which can take several days to be delivered. To prevent emergency water heater replacements, Owners are encouraged to proactively replace their water heater if it is 7 years or older by contacting a licensed plumber. All water heater replacements require a City of Rochester building permit and inspection. Lastly, owners are encouraged to install a water sensor alarm and drain pan in the water heater closet.

***Committee recommends** Owners proactively replace their water heater if it is 7 years or older. To identify the age of your water heater the following information is required: Manufacturer name, model number and serial number of water heater. Notation: all recent water heater replacements were greater than 7 years old.

VALHALLA FIFTEEN ASSOCIATION
BUILDING & GROUNDS COMMITTEE MINUTES
April 10, 2023 – 4 PM Valhalla Party Room

***Committee recommends** Owners to contact a licensed plumber to proactively replace their water heater in their unit if their water heater is greater than 7 years old. All water heater replacements require a City of Rochester building permit and inspection per building codes.

***Committee recommends** all owners install a water sensor alarm and drain pan in the water heater closet.

Please contact **Linda Castiglioni** with questions; **713-459-0289** or **linda@akiens.org**.

Notations items:

- 1) Water intrusion issues noted in some units due to potential issues with the roof. Valhalla Maintenance is investigating the cause of these water intrusion issues in some units. Valhalla Maintenance contacted the roof contractor and the contractor made repairs to the roof area around one downspout on the west side of the building.

All owners are individually financially responsible for damages to their units regardless of the cause. All owners are responsible for contracting with their own contractors for required repairs to their units.

- 2) Concrete stairs to Valhalla complex recreation area will be closed indefinitely due to safety concerns. Jill Bailey
- 3) Direction of ceiling fans in north and south stairwells has been changed for spring/summer months. Jill Bailey
- 4) Patio furniture will be moved outside before Memorial weekend and as time allows. Notation: Furniture moved outside on 4/12/2023 by Jill Bailey President Unit 102 and Kevin Castiglioni Director Unit 105.
- 5) Routine window cleaning for common areas (north and south entrance areas) will be scheduled in the next two months. Jill Bailey
- 6) Approved private property signage for parking lot to be ordered and installed. Jill Bailey
- 7) Approved no smoking signage to be ordered and installed. Jill Bailey
- 8) Light bulbs were replaced in some corridor ceiling lights. New light bulbs were purchased. NDeb Dahley
- 9) Friendly Reminder; Please stay off the grounds around the entire building. Why? Valhalla Fifteen Association paid \$13,500 to have new blanket seeding installed in fall 2022. For this grass seed to take, the grounds must be undisturbed. Thank you! Jill Bailey
- 10) Discretionary expenses will no longer be paid by the association and owners may donate towards these discretionary items if they wish. If owners wish to make donations, please contact Jill Bailey President or the Valhalla Office. Discretionary items include but are not limited to the following: flowers for the "flower wall" next to the driveway, flowers for the "flowerpots" for the front entrance, US flags in the boulevard down by the driveway entrance, additional outdoor furniture, other discretionary items, etc.
- 11) Corridor air vents blowing with warm air. Valhalla Maintenance to be notified.

VALHALLA FIFTEEN ASSOCIATION
BUILDING & GROUNDS COMMITTEE MINUTES
April 10, 2023 – 4 PM Valhalla Party Room

- 12) Heaters in north and south garage entrances to be turned off for spring/summer months. Valhalla Maintenance to be notified.

Pending items:

- 1) Dates for parking lot, garage floor sweeping/washing, and garage drain cleaning; to be scheduled. Valhalla Maintenance
- 2) Valhalla Maintenance and Roofing contractor to perform roof inspection and make recommendation to committee for potential routine maintenance. Valhalla Maintenance.
- 3) Blanket seeding around the building requires routine watering for spring/summer. Jill Bailey.
- 4) Drafting of procedure for Bidding process for future projects.
- 5) Phase 5 – Tree trimming proposal – budget number \$1,552. Tree tops on east side of building. Jill Bailey
- 6) Pending insurance claim to recover Valhalla Fifteen Association's Reserve Funds of \$138,350 used out of compliance with Valhalla Fifteen Association governing documents to replace "limited common" (brown) windows on the North & South sides of the 2100 Valkyrie DR NW building in 2018. The (brown) windows were replaced in 16 individual end-unit apartments; X00; X01; X12; X15; on all four floors in 2018.

In January 2023, the Board of Directors filed an insurance claim on behalf of all 60 Owners to recover \$138,350 of Valhalla Fifteen Association's Reserve Funds for the out of compliance use of "common element funds" for "limited common elements" (brown windows on end units) in 2018.

Linda & Kevin Castiglioni continue to followup with the primary insurance company on the status of the claim. The claim has been reviewed by the primary insurance company's legal counsel. Resolution pending.

Secondary Insurance company is now requesting information from Valhalla Fifteen Association. Secondary insurance company was active in 2017 and 2018. Primary and Secondary insurance companies are now working together to resolve this claim. Resolution pending.

Please contact **Linda Castiglioni** with questions; **713-459-0289** or **linda@akiens.org**.

- 7) Brown House fence encroachment status. Pending draft written memorandum of understanding of land ownership between Valhalla Fifteen Association and owners of brown house. Valhalla Fifteen Association is the owner of the land.

Guests – Open Comment/Feedback: None

Meeting adjourned at 4:45 PM.

VALHALLA FIFTEEN ASSOCIATION
BUILDING & GROUNDS COMMITTEE MINUTES
April 10, 2023 – 4 PM Valhalla Party Room

	X = Present				A = Absent		
					Guest:		Guest:
X	Member: Pam Burton – APT 404 Owner				Guest:		Guest:
X	Member: Kevin Castiglioni – APT 105 Owner			X	Guest Owner: Danette Anderson APT 111		Guest:
X	Chair: Linda Castiglioni – APT 104 Owner		Guest:		Guest:		Guest:
X	Member: Jill Bailey - APT 102 Owner	A	Deb Dahley Member - Building 15 Caretaker Valhalla Assoc		Guest:		Guest:

Minutes respectfully submitted: Linda Castiglioni, Chair