

**Elk Run Townhouse Owners Association**  
**PO Box 30520**  
**Flagstaff, AZ. 86003**  
**Ph. 928-779-4202 /FX 928-776-0050**

**BOARD OF DIRECTORS MEETING**

Meeting Date: Monday, September 27<sup>th</sup>, 2021 at 3:00pm

**Topic: Elk Run HOA Zoom Meeting**

**Time: Saturday, September 27<sup>th</sup>, 2021 at 3:00pm**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87582787159?pwd=RGMrbDFpenZLMFcrTEVJOTUrRTg5QT09>

Meeting ID: **875 8278 7159**

Passcode: **806072**

Dial by your location **+1 669 900 6833**

**Agenda**

- I. Call to Order – President: 3:05pm
- II. Establish Quorum: directors present: Rodney Holmes, Lynn Spangenberg, Paula Gressman, Tom Barberic, Andrea Schulte; property manager: Ted Wojtasik
- III. Approve Minutes – August 21<sup>st</sup>, 2021: Andrea/motion to approve minutes; Paula/motion seconded; all approved; motion passed
- IV. Open Forum - Member opportunity to address the Board: ***Please limit comments to 3 minutes***

Barb Waddell/2310 N. Earle: Nothing in the minutes regarding decks and railings; Rodney clarified that a final decision has not yet been made regarding decks and railings; it should be noted that a DYK regarding potential deck responsibility was sent to HOs just prior to the last monthly meeting; concern regarding an AC cover versus a sound blanket/Andrea clarified the difference; re: availability of meeting minutes/it is the intent to add minutes to the ERTHA website in the future; question of how units in the past that were only partially painted are going to be addressed/Ted is going to be getting a price for finishing that work in 2022

Erik Stanley/2416 N. WP and (Kathleen Sollars/2418 N. WP): referenced his email earlier today regarding roof leak concerns and requested action; discussion on this topic will occur in executive session

Kevin Gruhot/2304 N. Earle: discussion on this topic will occur in executive session

Mary Ann Bradbury: 2448 WP

Liz Taylor: 2382 WP

Christine LaCroix (Jones): 2328 WP

Dean & Liz Gambino:

Larry Hand: 2342 WP

Jenny & Rick McElroy: 2324 N. Earle

Hao Wang: 2301 WP

Cindy Wagner: 2490 Earle

Amy Young:

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Nora Mandel: 2320 WP

- V. Financial Report – Ted Wojtasik: reviewed total budget, current expenditures and income, current and projected project costs
  - a. August 2021 Financials: Lynn/motion to approve financial report; Andrea/motion seconded; all approved; motion passed
- VI. HOAMCO Report: Ted Wojtasik (via management report): one house sold, one ARC request; increasing consistency and quality of landscaping across the entire property; Jeff has been busy with many projects including deck repairs, wall repairs etc.; Andrea has met with the landscape crew to address identified concerns and needs for visual appeal and safety/she shared her review and observations after meeting with the crew; Ted will be meeting on-site with Multiple Builders tomorrow regarding a unit specific concern and to look at the large tree in GC with reference to paving/he will also be meeting with a tree specialist regarding potential tree removal
- VII. New/Old Business
  - 1. Continental Country Club Bankruptcy: no news on this topic beyond that in CCC emails: all HOs should be getting CCC emails and can also find information on the CCC website
  - 2. Deck Replacement Project – Updates
    - a. Special Assessment Option:
    - b. Ownership transferred to homeowners: Rodney clarified that legal opinion is that a 67% vote is needed to move responsibility for deck and/or rail replacement to HOs from the HOA; all 148 units will each have one vote on the future proposal; if the community votes to retain HOA responsibility for decks a special assessment will be assessed to cover the cost of deck/rail replacement; if the proposal passes/HOs will take over deck/rail responsibility; excluded from financial cost are units without decks and HOs that have already owner replaced decks; Rodney reviewed his recent research regarding materials and cost; if the responsibility is transferred to HOs the HOs will need to maintain their own decks with replacement as an option per HO individual decision; HO question/whose responsibility is it to replace the support structures when replacing a deck if support structures are deemed in need of repair/Rodney's review of this topic indicated that it would be anticipated that support structures would be a part of the deck ownership responsibility but that the board should discuss this topic further; specific details regarding deck/rail replacement materials and ARC parameters will be provided following final proposal vote tabulation; additional direction/details regarding use of the land under the deck will also be addressed within the final framework
    - c. Current association responsibilities and exclusions to repair
  - 3. 2022 Projects: Ted will be meeting with vendors regarding roads and the GC tree (consider a speed bump if the tree is removed); Rodney expressed concerns regarding scheduling of projects going forward so that we aren't caught without spring vendor availability for projects/Flagstaff has challenges with a smaller vendor pool that impacts availability and scheduling options/Ted reviewed future plans for scheduling: painting/side/deck projects/repairs; concrete work; retaining walls; roads/possibly look at doing an overlay on GC and WP(can last over 20 years if maintained properly); Andrea asked Ted to have Jeff review the property

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for rock needs and present a proposal for updating rock work/landscaping; brief discussion of woodpecker hole concerns

4. AC Noise Dampening Blankets: required for new installs and as needed for existing units that present with noise issues; sound blanket/goes over the compressor unit/reduces dB/extends life of the unit etc. (reference topic DYK on ERTHA website)

VIII. Adjournment - ***The Board of Directors will be meeting in Executive Session pursuant to A.R.S. Section 33-1804 (A) (1-5).*** Tom/move to adjourn; Andrea/seconded; all approved; passed; 4:20 pm

***IX.*** Next Meeting: ***Monday, October 18<sup>th</sup>, 2021 at 3:00pm via Zoom conference: due to director availability conflicts, the date for the next meeting will be changed in the immediate future***