

**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, February 27<sup>th</sup>, 2023**  
**Topic: Board Meeting**  
**Time: 3:30pm**  
**Meeting Place: via Zoom Conference**

**Join Zoom Meeting**  
<https://hoamco.zoom.us/j/82332920230?pwd=Nlo1Q2N4WW11TEVLNFBjMzhFbXlPUT09>

**Meeting ID: 823 3292 0230**  
**Passcode: 766662**  
**Dial by your location**  
**+1 669 900 6833**

## **Agenda**

- I. Call to Order – President Rodney Holmes 3:30
- II. Establish Quorum: Directors Present: Rodney Holmes, Paula Gressman, Andrea Schulte, Nora Mandel; property manager: Ted Wojtasik
- III. Approve Minutes – October 31<sup>st</sup>, 2022, Andrea moved to approve; Nora seconded.
- IV. Financial Report – Ted Wojtasik
  - a. January 2023 Financials - report reviewed.
  - b. Andrea motion to approve; Nora seconded. All approved.

Note: Jim Rafferty requested that we look into CD rates to increase interest income. Ted will obtain the information and provide to the board. Noted by Nora – need to avoid any early penalties upon early withdrawal. Per Ted, that is part of the analysis.
- V. HOAMCO Report: Ted Wojtasik (via management report) – report reviewed.
- VI. New/Old Business
  1. 2023 Community Projects
    - a. House Painting / Siding Repair Project – covered during open forum.
    - b. Landscaping – no update
  2. CCC Updates – no update

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

3. Snow Removal Performance

- a. Reviewed current issues and costs with snow removal due to high amount of snow in the 2022/2023 season.
- b. Debbie Shepard – fire plugs and utility boxes are being covered. Ted’s response: Flagstaff Fire Department has a GPS on every fire plug so they can find them even if covered with snow. They also have a tool that enables them to quickly clear the hydrant when necessary. Ted will notify the snow removal people to not bury the utility boxes.
- c. Rodney recommended that we use open areas to move the large amounts of excess snow, for example, the center of Whispering Pines circle and open areas on Earle Drive.
- d. Nora noted that guest parking is not being cleared.
- e. Maureen Pisano commented that there is a need to address Whispering Pines Way as there is minimal sun and this part of the road stays snow covered and icy. She requested that we look into using cinders.
- f. It was agreed to do the following:
  - i. Provide the snow removal company with a schematic on where excess snow can be pushed.
  - ii. Survey the owners to find out who needs their driveway cleared in the winter and provide that list to Jeff and his team, so they are focused on driveways that need to be handled and not the entire community.

VII. Open Forum - Member opportunity to address the Board: ***Please limit comments to 3 minutes***

2320 WHISPERING PINES WAY	STEWART CARLOUGH and NORA MANDEL
2360 WHISPERING PINES WAY	MAUREEN PISANO
2382 WHISPERING PINES WAY	RICHARD A TAYLOR
2448 WHISPERING PINES WAY	MARY A BRADBURY
2340 N EARLE DR	JAMES and BETTY SHEPARD
2502 N EARLE DR	JAMES and SUZANNE CASEY
2462 N EARLE DR	JIM and DONNA RAFTERY
2368 WHISPERING PINES WAY	ANDREA L. SCHULTE
2344 N EARLE DR	JEFFREY M. and BARBARA J. LEVINE
2498 N EARLE DR	TIMOTHY M. THOMAS
2342 WHISPERING PINES WAY	LARRY D. and CAROLYN D. HAND
2400 N EARLE DR	AMY J. YOUNG
2328 WHISPERING PINES WAY	KRISTY L. LaCROIX
2348 N EARLE DR	DAYNA P. SCHLANG

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

Tim Thomas raised a concern about the quality of the painting and the deck projects.

Rodney confirmed that after the weather clears, the board will do a site visit and come back to Ted with issues that need to be resolved.

Ted noted that GBM did not finish due to the weather and that they will come back and address the issues that were pointed out. Also, the age of the community is starting to affect the buildings, for example, the siding will need replacement and if the decks are not being shoveled, this reduces the life of the materials.

Rodney notified the residents that the vote to turn the decks over to the homeowners failed and that with these costs and other upcoming projects, the monthly association assessment is likely to increase for the next several years.

Amy Young raised concerns about the assessment increase for those that had already replaced their decks.

Jim Rafferty raised concerns about the future repairs and replacements as noted in the recent Reserve Study.

- VIII. Adjournment - ***The Board of Directors will be meeting in Executive Session pursuant to A.R.S. Section 33-1804 (A) (1-5).*** Paula motion to adjourn; Rodney seconded. Adjourned at 4:33
- IX.*** Next Meeting: ***Monday, March 27<sup>th</sup>, 2023 at 3:30pm via Zoom conference***