
VILLAROSSO

Residences at DTC West

MEETING MINUTES

BOARD OF DIRECTORS REGULAR BI-MONTHLY MEETING

Tuesday, January 26, 2016 4:00pm

The regular bi-monthly meeting of the Board of Directors of VillaRosso Residences at DTC West Condominium Association was called to order at 4:00 PM on Tuesday, January 26, 2016, by Association President, Charles Kellogg.

The following Board Members were also present:

- Bill Boyington, Member at Large
- Susan K, Member at Large
- Carl Sullivan, Vice President
- Susan Wirt, Member Elect

Rob Williams, Association Manager, was present.

Homeowners attending:

- o Maria Fernandez and Russel Magerfleisch, unit 109
- o Fred Cyran, unit 604
- o Edward A Koerperich, unit 603
- o Susan Landau, unit 310

Homeowner Forum:

No issues were brought up by homeowners present.

Monthly Operating Reports:

Rob presented the November and December 2015 monthly operating reports for approval. The Board reviewed and discussed the various reports. Bill motioned to accept the operating reports for November and December 2015 as presented. The motion was seconded and it unanimously carried.

Election of Officers:

It was decided by the full board to assign the operating positions for VillaRosso's new the Board of Directors for the year 2016, as follows:

President – Charles Kellogg
Vice President – Carl Sullivan
Secretary/Treasurer – Bill Boyington
Susan Wirt – Member at Large
Susan K – Member at Large

Unfinished Business Presented:

- **ADA Style Automatic Doors:** *Dan Camfferman completed the preparation work and we are ready for installation of the automatic doors which is scheduled for the 27th.*
- **Asphalt Driveway Replacement:** *The Engineering report from CTL Thompson Material Engineers has been received and reviewed by the board. On January 22 an on-site meeting with Zack Ballard of CTL Thompson was held with the board and the manager, walking the property and discussing details of the project. Concerns addressing drainage on the north side was mentioned by Bill and modification of the concrete drainage swale at the P1 driveway was discussed. A proposal to develop a bid document for replacement of the driveway will be requested from CTL.*
- **Move-in Fee for Furnished Units:** *It was decided to retain the current move-in/move-out fees with regard to residents moving in to units that are furnished as well as un-furnished units.*
- **Kitchen Stack Cleanout:** *Proposals from multiple companies are being sought to jet the kitchen disposal stacks.*

- **Stucco Seam Inspection:** *Further proposals will be sought for conducting the stucco seam inspection this summer.*
- **Telephone Lines:** *The number and usage of the telephone lines (currently 6 lines) funded by the HOA will be optimized to reduce cost.*
- **Security Deposit for Leased Units:** *The Declaration provides for a \$250 security deposit to be paid by homeowners who lease their unit to cover damages made by their tenant. This fee will be required by the board and enforced by the manager.*

New Business Presented:

- **Security Guard:** *Investigate the cost and feasibility of having a security guard posted at the garage door at night when the door is disabled for a period of time (as happened recently at the P2 door).*
- **Cameras installed on Floors 2 – 7 at Trash Chute:** *Because of liability and to enforce rules regarding the use of the trash chutes, investigate the cost and feasibility of installing a video camera on each floor to record activity at the trash chute.*
- **Trash Chute Locking Mechanisms:** *The Property Manager will investigate repairing the trash chute locking mechanisms located on each floor.*
- **Fob Access for the Pass-Doors at the Garages and the Exit Door on the North Side:** *Investigate the cost and feasibility of installing fob readers at these locations for the convenience of residents accessing the building on their bicycles.*
- **Building HVAC Systems:** *At VR's request, Design Mechanical has made recommendations on system repair or replacement. The Property Manager will continue to evaluate their proposal.*
- **Financial Accounting:** *Angie who has audited the VR financials for a few years has indicated she will no longer be able to provide those services. A new auditor/bookkeeper is being sought.*
- **Drones:** *Flying of drones from the VR property will be forbidden.*

There being no further business before the Board, it was motioned by Bill to adjourn the meeting. The motion was seconded and the meeting was adjourned at 6:15 pm.

Minutes transcribed by Rob Williams
Association Manager

The foregoing minutes were approved by the Board of Directors

on March 27, 2016.



Bill Boyington, Secretary/Treasurer