

Manager's Report

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Items Touched On in the Last Meeting

- **The Flats:** Not much progress is apparent with this project. The grapevine indicates that the builder's new start date has been pushed back to the middle of May. Galina at DTC has not been very responsive to Charles phone inquiries on the situation. It is the general feeling is that since negotiations for a mutual beneficial agreement has not been very productive, the consensus now is the builder must stay on his property and not encroach or presume to have authorization to make use of any area on VillaRosso's side of the property line. The contemplated security gate is still a viable option. We should move ahead with obtaining a permit for the gate so that aspect would be out of the way if moving ahead with that project becomes necessary. Rob will look into getting a permit for a gate which will require some drawings and a more-or-less complete plan of what we have in mind to present to the building department.
- **The Gate:** Needs to satisfy the Fire Department's requirements for width of opening and include a Knox-box style key for access in an emergency. There can be the option to install a RFID reader similar to what is not in place with the garage doors for automatic access by residents in their vehicles. An enunciator panel similar to what is already in use at the front door for visitors and delivery personnel will be needed. A fob reader can also be provided as an option.
- **Reserve Funds:** New bank account has been opened at First Bank and has been included in the balance sheet of the financial reports. Funds have been spread out over several banks to maintain eligibility for FICA insurance. Funds at First Bank as well as the other two banks are in money market accounts so they are immediately accessible. There is no financial reason to put in other accounts such as CD's since interest rates are not high enough to make the change worthwhile.
- **Monthly Legal Retainer:** Paid the last monthly retainer with Hindman Sanchez. The new association attorney does not require a retainer.
- **HVAC Panel:** Nearly 100% complete. Has been running the building for the past month. Tweaking of the programming and adjustments to set points and various controls are on-going and will continue as the need arises to provide the most optimum operation of the HVAC system in the building (which is why on-line access was so important in the decision to obtain a new panel). Still need to install some features that are for monitoring of the heating/cooling system. Exhaust fans have been

integrated into the new systems and will be controlled programmatically from this point on, so that they will be shut down whenever the MAU goes off line for whatever reason (to prevent dirty air from the garages to be drawn into the building). Also related to the panel:

- Ability to turn the lights in the boiler room on/off remotely so that viewing of the equipment by the cameras can be done.
 - Control of the heat tape on the existing exterior piping. On their own heat tape comes on at 40°F but not necessary until -8° F as that the freezing point for the glycol in the system as determined by Tom of AquaTech in a test done at the request of the manager.
 - Control of the MAU drain valve so it drains only when it needs to instead of every time the water for the swamp cooling system calls for water.
 - All access on the panel is available on the local network in the building as well as the internet so monitoring and adjustments can be made remotely from anywhere.
- **New Valve Actuators:** New actuators that adjust the valves in the system have been installed to control temperatures of the MAU loop and the boiler loop. The existing actuators were actually the wrong type (made for failsafe louver-type installations) and were problematic in the previous installation.
 - **Trash Service:** Negotiations between possible new service provider Alpine and the current supplier Waste Management has resulted in the decision to renew with Waste Management. Waste Management was very aggressive in their upgraded offers to maintain the account with us. They will provide service at a substantial savings and also agreed to remove the fine print in their service agreement that the manager had objected to.
 - **Trash Chute:** Remodeling will be by Colorado Trash Chutes. Will be scheduling them to get that done. The decision to remove the necessity to use a key on the individual hatch doors was made by the Board and will be done by the manager. Also the manager will work on the reworking of the interlock system so the hatches will lock automatically when someone is in the dumpster room. The idea is to interface the solenoid latches with the light in the dumpster room.
 - **Landscape Contractor:** new landscape contractor will be DTC Maintenance. Quote was very competitive and they have a very high service rating in the area. They are already present on or near the property taking care of the DTC property on all sides of VillaRosso. They will also take care of the annuals in the flower bed and will get us a quote and schedule for that soon.
 - **The Island:** There have been thoughts that the builder will want to remove the island to provide better access to the property for the large construction vehicles that will need to pass through the driveway, then later return the island to its original configuration. Whether this happens or not will be up to the builder. It was also noted that if it happens, a new monument with VillaRosso's name might be possible to have installed depending on the approval of the DTC. On whether flowers should be planted on the island this year, the consensus is that they should be planted and the builder, if he decided to remove the island, will be required to replace them as they were.
 - **Parking Lot LEDs:** New LED fixtures are installed in the parking lots. We have received the \$750 rebate from Xcel.
 - **Snow Melt on P2:** Question about snow melt system on P2 appears to be not working. Actually, the snow melt system is only on the P1 driveway and not on P2. The system on P1 works well except for

one zone that has been closed off due to leaking. It is a small area compared to the whole system and is not cost effective to repair as it requires complete removal of the entire concrete area.

- **Paint Touch Up:** Manager has been touching up scuffs and dings on the walls. Previously the painting contractor Antonio was responsible for this. Lately however he has either has not been interested or is too busy. The last time he was at the building did half the floor at a cost of several thousand dollars. The manager is doing it as no additional cost.
- **Dog weight resolution:** Will have the Board president sign off on the new dog weight resolution and have it notarized. Will have the associated permits for the resolution and rental limit amendment drawn up by the new association attorney White Bear Ankele Tanaka & Waldron.
- **Surveillance cameras:** It would be nice to have cameras over garages and parking areas. Manager will expand coverages in the lobby and trash room as a pretext to replacement of the entire system in the near future.
- **Mountain Broadband:** Mountain Broadband has set us up with a VPN system to allow cameras on the local network to be viewable remotely over the internet. This will allow us to have about 90 cameras and other “servers” such as the sprinkler timers and HVAC system accessible on the internet. We still have the 5 public ip addresses they provided to use when we need it. The front door camera is still using one of these public addresses.
- **Cardinal Broadband:** wanted to increase their service level to their customers in the building. They requested, and I allowed them to install a small antenna near the MAU. It is a small profile aerial, not a round dish antenna as in other locations we have. It is not visible from the street.
- **West lot:** This parking lot should be reserved for short term parking (just a few hours). People should not be parking on the west lot for long periods of time. Rule is must move your car every 72 hours.