

MINUTES  
VILLAS I AT SNOWDEN OVERLOOK  
BOARD OF DIRECTORS MEETING  
February 28, 2018

Present: Members S. Goodman, R. Vogel, J. Pelch, D. Perin and WPM Property Manager Patricia Lall

**Call to order 7:00 pm**

1. **Reading of Minutes:** A motion was made, seconded, and adopted 4-0 to formally approve the minutes from the previous meeting and to dispense with reading them.
2. **Treasurer's report** – Total cash as of January 31, 2018 was \$849,628 including \$70,186 balance in the checking account and \$779,442 in reserve accounts. For January 2018, income was \$17,645 and expenses were \$24,187 (due to the multiple snow/ice events). For details see the full Treasurer's report.
3. **Property Manager's Report:**
  - a. Ms. Lall is waiting to hear back from Brightview concerning the Board's questions on their initial proposal for addressing the drainage issue in the rear of 8885. She expects to meet with them at the site in the near future.
  - b. **Foundation crack at 8881.** Ms. Lall received two bids for repairing the foundation crack at 8881. Structural Restoration Services, who offered the lower bid, was selected to inject epoxy into the length of the crack at a cost of \$1947. Columbia Restoration removed the wet drywall, trim board, and carpet padding and dried out the wall so that the repair could be made in time for the pending closure of the home sale at a cost of \$1425.77. Repair to the drywall, trim board, and carpet pad by have been completed but WPM has not yet received the bill. The repairs will be funded from the contingency reserve account.
  - c. **8879 tree damage.** The homeowner was notified on January 25<sup>th</sup> of the need to remove a tree that that was damaging the gutter and privacy fence. The tree has been removed. Ms. Lall will arrange for the repair to the gutter, which will be billed to the homeowner.
  - d. **Roof leak at 8847.** Columbia roofing investigate the leak a made repairs to defective sealing around vents.
  - e. Columbia Association will remove the tree on CA property behind 8834 that is leaning considerably and seems likely to fall in the next big wind storm.
  - f. **8873 loose screen.** LML will repair the Velcro on a loose screen reported by the owner of 8873. Ms. Lall noted the other Velcro that the Board may want to consider a more permanent attachment strategy similar to Villas II.

4. **Committee reports:**

- a. **Architectural.** No applications to consider.
- b. **Landscape** – No report.
- c. **Parking and Traffic** – No report.
- d. **Social** – The spring Villas I social event will be April 14th.
- e. **Maintenance** – The committee will make its semi-annual property inspection in April.

5. **Old Business:**

- a. **Asphalt sealing or rejuvenation of Villas I pavement.** An email has been sent to homeowners concerning potential option for treating Villas I roadways to improve appearance and possibly extend the life of the roadways. This issue will be discussed at the upcoming work session and the March 28<sup>th</sup> Board meeting.

6. **New Business:**

- a. **Roof survey and repair.** Because of several recent minor roof leaks due to aging caulking around vents and several popped roofing nails, the Board plans to consider surveying the condition of all Villas I roofing and making any necessary repairs. The Board asked Ms. Lall to seek bids a contract to survey and complete minor repairs on all Villas I roofing. (Any major repairs required would subject to a separate contract.)

7. **Open Forum for Unit Owners**

- a. No comments

8. **Adjournment** at approximately 7:45 pm.

Prepared by David Perin, Secretary

Date: February 28, 2018

Signed: David A Perin