

MEETING MINUTES – May 3, 2022

- I. Call to Order – 6:02PM
- II. Minutes - Approval of meeting minutes from prior meeting – APPROVED
- III. Financial Report - Balance Sheet, Budget Comparison, Water GL & Universal Utilities Statement – DISCUSSED
- IV. Recent Sales Report – Active Pending & Sold in the last 30 days
 1. UNIT 1 HAS NEW TENANT COMING IN JUNE 1ST – ALREADY RECEIVED LEASE
 2. UNIT 7 SOLD, OWNER LIVING THERE ALREADY
- V. Votes by E-mail
 1. Unit 7 Patio Modification – Approved 4-1-22 – DID NOT DISCUSS
 2. Rules & Regulations Update 4-22 – Approved – DID NOT DISCUSS
- VI. Action Items List
 1. Unit 27 (Brandon Grant) – Drain leak. – Mainline cannot service, Sent to LPS – DID NOT DISCUSS
 2. Enzo suggests having a Q&A with the engineer before providing a bid. – Complete – DID NOT DISCUSS
 3. Follow up on window washing bids. Bids Received – Complete – DID NOT DISCUSS
 4. Get prices for parking signs that can go on the brick wall for the carport and open spaces.
 - i. \$19.50 per sign x 29 signs = \$565.50 (does not include installation) –MATERIALS WILL ACTUALLY COST \$877.50 B/C THERE ARE 45 SIGNS INSTEAD OF 29.
 - ii. Do we want signs on the wall behind the carport? EVERYONE AGREED THAT IF WE DO THEM, THEY SHOULD BE AT ALL PARKING SPOTS, INCLUDING CARPORT.
 - iii. TONY WILL MAKE SURE THEY ARE METAL SIGNS AND WON'T RUST. ASSUMING THIS IS THE CASE, BOARD UNANIMOUSLY AGREES TO PROCEED WITH THIS PROJECT.
 1. SIGNS WILL READ: "PARKING FOR UNIT [X] ONLY, VIOLATORS WILL BE TOWED"
- VII. Manager's Report
 1. AT&T Invoices
 - i. TONY HAS RECEIVED A FEW HIGHER-THAN-USUAL INVOICES. HE DISCUSSED WITH VARIOUS EMPLOYEES AND FINALLY SPOKE WITH SOMEONE WHO AGREED TO BACK-DATE A CANCELLATION TO 4/4/22. HE WAS TOLD THAT THEY WERE BILLING US FOR FUTURE SERVICES AND SO THERE SHOULD BE A BIG CREDIT ON OUR FINAL BILL.
 2. Grounds & Gardens Lawn Bid 2022
 - i. APPROVED. CAROL MADE MOTION TO APPROVE BIDS FOR LANDSCAPE RE-DO AND NEW MAINTENANCE CONTRACT. DEBBIE SECONDED AND PRASAD AGREED.
 - ii. Leslie's Planters – Email from Katie
 1. BOARD APPROVED PURCHASING LESLIE'S PLANTERS AND ALLOWING KATIE TO PLANT FLOWERS IN THEM AT BOTH ENTRANCES. INCLUDED IN LANDSCAPING VOTE, ABOVE.

3. Window Washing Bids 2022

- i. Up & Down - \$2,200 - APPROVED
- ii. GDI - \$3,600
- iii. G&S Property Services - \$5,685
- iv. Best Choice Home Services - \$5,691.15
- v. TONY RECOMMENDED WE JUST GO WITH THE CHEAPEST (UP & DOWN) AND SEE HOW HE DOES. THIS IS A RELATIVE OF THE GUY WHO WAS OPERATING THE COMPANY WE USED TO USE. PRASAD MOVED TO APPROVE THE UP & DOWN BID, CAROL SECONDED AND DEBBIE AGREED. WE WILL JUST DO A ONE-TIME JOB IN THE SPRING AND THEN EVALUATE THE QUALITY OF THE CLEANING AND DECIDE IF WE WANT HIM TO COME BACK IN THE FALL. TONY SAYS THIS GUY IS VERY INTERESTED AND MOTIVATED.

4. Top Caps Project Bids

- i. Joe's Quality Construction - \$12,500
- ii. RAM Construction - \$57,914.00
- iii. Kearns Brothers - No Response
 1. SAID THEY WERE INTERESTED BUT TONY HASN'T BEEN ABLE TO GET BID
- iv. Grit Services - No Response
 1. SAID THEY WERE INTERESTED BUT THEY HAVEN'T RESPONDED TO ANY FURTHER FOLLOW-UP MESSAGES FROM TONY
- v. B&G Masonry Services - No response
 1. NEVER RETURNED TONY'S INITIAL CALL
- vi. DRV Contractors - No Response
 1. NEVER RETURNED TONY'S INITIAL CALL
- vii. DEFERRED VOTING ON TOP-CAPS BIDS. TONY IS CONCERNED THAT JOE'S IS UNDERBIDDING THE MATERIALS SINCE RAM TOLD US THAT APPROX. \$30,000 OF THEIR BID WAS FOR MATERIAL. TONY ALSO CONCERNED ABOUT LOSING RELATIONSHIP WITH RAM IF WE DON'T GIVE THEM THIS JOB. CAROL REMINDED GROUP THAT OTHER CONTRACTORS IDENTIFIED THE PROBLEM BEFORE RAM GOT INVOLVED, AND THAT THERE APPEARS TO BE WORK BUILT INTO RAM INVOICE THAT THEY ALREADY COMPLETED (I.E. EXTENSIVE TUCK-POINTING.) IT WAS ALSO DISCUSSED THAT JOE'S HAS THE ENGINEERING REPORT AND FULL SPECS FOR THE MATERIALS. TONY WILL REACH OUT TO HIS CONTACT AT JOE'S AND ENSURE THEY HAVE PRICED OUT THE MATERIAL – ASK FOR A. BREAKDOWN OF MATERIAL VS LABOR. WE WILL WAIT ANOTHER WEEK TO SEE IF ANY OF THE OTHER COMPANIES SUBMIT BIDS AND THEN VOTE ON THIS NEXT WEEK.

VIII. Unfinished Business

1. Elevator Flooring Replacement

- i. BOARD INTERESTED IN REPLACING FLOORING. TONY WILL GO BACK TO OTIS AND ASK FOR UPDATED BID FOR INSTALLATION SUPERVISION, WILL SEE IF THEY CAN JUST DO INSTALL. BID WILL BE UPDATED TO REFLECT HARD-FLOOR INSTALLATION INSTEAD OF CARPET.

IX. New Business

1. PRASAD MENTIONED THE IVY GROWING IN THE FRONT, WAS TOLD BY TIM RIHA THAT IT ISN'T GOOD FOR MASONRY. BOARD AGREED THAT THIS POSES A PROBLEM. DEBBIE THINKS MAYBE IT IS STARTING IN CAROL ELLINGSWORTH'S PATIO AND WILL INVESTIGATE. TONY WILL ASK GROUNDS & GARDENS ABOUT BEST WAY TO REMOVE IT.

X. Adjournment to Executive Session – 7:00PM