

MINUTES
BOARD OF DIRECTORS MEETING
CREST HOUSE CONDOMINIUM ASSOCIATION
TUESDAY, AUGUST 8, 2023
10:30 A.M.
VIA ZOOM

Present: Martin Catmur
Dory Dannettell
Jane Berglund
Kat Loughan, Toad Property Management
Nick Sledge, Toad Property Management

Kat called the meeting to order at 10:33 a.m. and confirmed there was a quorum with three Board members participating.

Kat explained efforts had been made to secure bids for the work on the exterior of the building. Kat said a bid had been obtained for just a siding project, using Hardiplank for the siding and corrugated metal around the base of the building. Kat explained they had reached out to four companies and only one company was able to provide a bid and schedule the work during 2023. The insurance company required the work to be completed promptly so that insurance cover could be obtained.

Jane expressed concern about the lack of bids and said she had reached out to her insurance company, Century Financial, and they would be providing an insurance option. Jane explained Century Financial had said the siding required repair, not replacement, and they would be willing to provide insurance for the building and the work could be performed when contractors were available. Jane explained she had reached out to a couple of large contractors, Craftsman Construction and Professional Contractors, both based in the valley, and they would provide bids. Kat said she would be happy to reach out to those contractors.

Nick explained the \$147,000 estimate was for the project and Jane expressed concern about the lack of information provided in the bid.

Kat said the Hardiplank would reduce the ongoing expenses for the maintenance of the building. Martin said Drake Austin had completed some work for him personally and Drake was well known to Toad. Jane stressed the need for some Work Sessions over the next couple of weeks so the Board could discuss details and help to move the project forward and review everything carefully.

Nick said more bids could be considered but there was a sense of urgency. Martin expressed concern that replacement of the siding had been discussed at length for several years without any action. Kat said the insurance had lapsed and the insurance company required siding replacement before coverage would be restored.

Jane said she could work on some designs and a different insurance company would provide time to make a decision and engage the best contractor for the work. Nick expressed concern that delaying the project might mean the work could not be carried out until 2024 and an insurance company might refuse to provide coverage during the Winter months until some work was completed. Nick stressed only one company had provided a bid and there was no guarantee that busy contractors would actually come through and provide a bid in a timely manner and be available to do the work.

Kat said annual insurance premiums were approximately \$6,000 and Jane said she thought that rate could be much lower. Kat thanked Jane for reaching out to contractors and the different insurance company. Kat stressed the need to work as quickly as possible and Kat said Mountain West Insurance Agency had been unable to find an insurance company willing to provide coverage.

Dory and Martin said they felt one week was the maximum delay prior to a decision being made. Nick confirmed the Drake Austin \$147,000 estimate included all the work to remove existing material and install Hardiplank and corrugated metal. The work could be started in September, 2023. Martin said he felt the siding was beyond repair and replacement of siding was necessary. Kat said American Family had said they would renew insurance if a detailed list and a timeline for the work to be started was provided. Kat explained Drake Austin required a 50% deposit and 50% upon completion of the work. A special assessment for each unit would be necessary.

Jane expressed concern about rushing a decision and not having all the Board involved in the discussions. Kat said attempts had been made over a couple of months to obtain three bids but contractors were busy and would not provide bids or could not commit to performing the work in 2024. Kat explained Pinnacle had bid in the past for the siding replacement and their work was much higher than the Drake Austin bid.

The date of Tuesday, August 15, 2023 at 10:30 a.m. was proposed for a meeting. It was stressed a decision needed to be made at that meeting. Kat said owners had the opportunity to attend Board meetings and the siding had been discussed at annual meetings for several years. At the August 15th meeting all information would be considered. Jane suggested having a sample of the proposed material available together with a sketch of the design. Jane said removal of the windows on the staircase could also be considered and Martin said replacement of the windows on the staircase, with double glazed glass, at \$2,000 per unit seemed to be the better option.

Kat agreed to follow up with Jane's insurance agent, Luke, and find out what they could offer. Kat said she would request a more detailed bid from Drake Austin as the insurance companies would need that. Kat said it would not be possible to obtain a Bank loan at this time. Kat agreed to email owners and alert owners of a potential special assessment of approximately \$27,000 per unit for the replacement of siding and 5 windows by the staircase.

Kat agreed to research options for funding the work and how other Associations dealt with owners not being able to pay all or some of the special assessment.

Jane made a motion that all owners be invited to the August 15th meeting and be given the opportunity to comment. Dory seconded the motion and it was unanimously approved.

At 11:35 a.m. Dory made a motion to adjourn the meeting. Martin seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management

DRAFT