

Brooktree Townhouses Homeowners Association
Special Board Meeting Minutes
December 4th, 2019
Teleconference
12:00 p.m.

Board Members Present:

Tara Closky Carlos Molina
Karen Perez Joe Greco

Owners Present:

Lisa Byther
Ellie Rice

Others Present:

Branden Berg - Caretaker

Management Present:

Abel Vega

Call to Order at 12:03PM

Review/Approval of Last Board Meeting Minutes

The Board had moved the approval of the last meeting minutes to the next board meeting.

Roof Construction Update

Joe spoke to the construction project stating the Town of Vail has inspected the framing on A-building and have approved BluSky to begin insulating and sheathing. There will be additional work needed between A & B-buildings before BluSky is able to move forward with insulating. This will be done tomorrow. The TOV will inspect the work again after the insulation process. Apex Alarms will be onsite December 20th to 23rd to repair the alarm wiring. The Board and Jon Cona have scheduled a meeting on Friday to discuss the options available for the A-building storage room. BluSky is also waiting for an approval from the TOV on changes to add steel for support of siding framing. Karen stated the Board has received two timelines from BluSky regarding whether the Board decides to pause the project after A & B-buildings are completed or not. The cost difference between the two timeframes would be approximately \$7,000 to \$17,000 depending on if scaffolding is removed from the project during this time. BluSky stated they can finish A & B-buildings by mid-January and C & D-buildings by the end of January. If the Board pauses construction, BluSky will look to start mobilizing on April 1st with completing the project on June 12th. The Board will look to make a formal decision on if they would like to pause or not and Karen will be sure that it is included in a contract amendment.

Snow Storage

Karen stated Vail Metal Shingles was scheduled to remove the remaining shingles as of today. The snow storage area between B & D-buildings will still be used by BluSky. The Board intends on having a parking plan sent to all owners this weekend.

HOA Insurance Claim

Karen is working with Meghan Wilson and the insurance provider in making a claim for the damages that were sustained during recent frozen pipe leaks. Karen stated the Board intends on making one claim for all damaged units.

Old Business

Caretaker Update

Branden stated he purchased and assembled a new snow blower. He will also apply cinders to high traffic and icy areas of the complex. Tad contacted Branden and stated he was smelling gas. Karen spoke to this and stated the Board has scheduled Xcel Gas to visit the property and check their utilities to make sure everything is work properly.

Caretaker Employment Status

Karen stated the Board will maintain the current salary payroll plan for now. Brandon spoke to this. The Board would like to see how things go for the next couple months and reevaluate. The Board is also considering rent assistance for certain times of the year.

Parking Passes

Karen stated parking passes will be handed out when the Board has more information about the construction parking plan.

New Business

Fireplace Inspections

Karen stated the Association received one invoice for the full scope of work. The Board originally requested to have Service Monkey bill owners individually. Tara will forward the invoice that was received to Karen. Tara stated she will look to call Service Monkey to discuss billing the owners directly.

Next meeting will be held on January 8th at 12:00pm via Teleconference.

Meeting adjourned at 1:16pm.