

Horizon Towers Condominium Association
2024 Monthly Board Meeting
The Sports Center at Horizon Towers
March 11, 2024 @ 5:30 PM

MINUTES

President -Chuck Spath

Called meeting to order at 5:31PM.

Roll Call

- Present: Chuck Spath, Dale Wheatley, Andy Hatfield, Brad Pollard, and Gladys Gore. Glenda O'Halloran Office Coordinator is present to record the minutes and provide the Office Coordinator briefing.
- Proof of Notice of Meeting
 - Posted and distributed by email on Thursday March 7th, 2024, at 5:30pm

Treasurer:

- Andy read the Treasurer's report with \$48,775.75 in the Checking account and \$95,467.07 in the reserves. Total is \$144,242.82

President's Report

Chuck reported that the HTCA Board became aware the previous Friday that a former Board member had been informed by Alpine Bank on Thursday that the bank had refused a loan application for a Horizon Towers property sale. Inquiry with Alpine Bank disclosed that Horizon Towers had disclosed to the lender an engineering study identifying structural issues that did not yet have corrective measures in progress to complete or fund the project for the repairs. The Alpine representative stated that the Bank's loan underwriter had provided guidance against approving the loan and had placed HT on a list of properties not approved for lending by their organization.

Subsequently Chuck met with the Alpine Bank representative in person and verified that the loan applicant did receive a loan at higher interest not underwritten by the denying underwriter. However, the Alpine representative indicated that additional loans were not likely until the engineering defects were addressed. The Alpine representative indicated that when HT has a plan, financing and corrective work in progress or complete the Bank will work to have HT removed from the underwriter's list of unapproved properties.

New Business:

- Chuck read aloud a letter from resident Amy Spoede regarding opposition to the Board resolution mandating Utility closets remain unlocked and requesting Board meetings be conducted with zoom access for offsite owners. Amy's letter also proposed mandatory water heaters replacement dates and Chuck spoke to this "the Board will review water heater list".

Response to Zoom Meetings – The Office will set up a demonstration to assist the Board Members in creating some guidelines should they decide to move forward with a zoom meeting invitation to offsite owners.

Old Business:

Chuck asked Glenda "Office" for Briefing on current proposals and bids with contractors who have responded to our RFI. Glenda responded with one company (Summit Sealants) has responded after sending over the "Summary of Specs" from Knott Engineering. The complete project (not including the garage roof) was estimated at \$213,000.00 after we removed the power washing and the marking and dating of cracks.

- Chuck noted the Board has removed the Garage Roof from the "whole engineering project" so it will be a stand-alone piece of the work done by a separate contractor (this will save about 10% cost to a General Contractor to manage).
 - The question was posed on repair vs replacement of the roof and the warranty of work being performed. (The Office will get clarification of the warranty from all roof vendors).
 - A second question was brought up regarding additional fees that may be billed by Knott Engineering or is their continued support included in the cost of the report we have already paid them. (The Office will get clarification from Knott Engineering).
 - A third question was asked about including the additional 10% when making the "Assessment" in case of any change orders or unforeseen items?

Chuck moved on to discuss the Master Key Assignments

- The Board of Directors and the Office Coordinator each has a key to the Office and the "Security Closet" for the Master Keys. There is a log that each authorized person needing to temporarily use a Master Key will have to fill out which stipulates: Who (is signing out the key), For What Unit (will they be accessing), For What purpose (are they accessing), When the key was checked out and returned.
- There will be NO ENTRY into any unit without notice or permission unless there is an EMERGENCY (Fire, Flood, or someone in unit in distress). Right of Entry for repairs and assessment will normally require notice to the owner or resident, but, any case where permission was not obtained will be referred to the Board for entry determination.

Chuck moved on the Current Rules and Regulations document and asked Dale to please speak to this.

- Dale Wheatley indicated we have a 29-page document which has some “Guidelines” to Rules and Regulations. However, the document does not always follow our By-laws. The document also encourages certain rules and regulations but does not mandate them.
 - There was a question about the hierarchy of Bylaws govern the Rules, how does the Board go about changing the Bylaws to update them if in conflict with the CCOIA.
 - The Board recognized the letter received from Joy Green reminding the Board each of the “Rules” was designed on purpose for issues which came up throughout the years.
 - Dale will move forward to coordinate the final document and then the Board will Vote and decide how the formality will be handled with the Owners input as well.

Glenda – Coordinator’s Report

- *Please see attached document...*

Glenda briefed us that there is a potential to work with CMU and create an extension project to the “Construction Management Program” they offer using HT as a site location for student(s) to take on HT maintenance and funding as school project plans .

President Spath asks to adjourn meeting at 6:55pm so the Board could move into scheduled Executive Session to discuss the position of “Office Coordinator/Manager” as the current contract is coming to an end on March 31st. Motion made by Dale, seconded by Andy and vote is unanimous by the Board to adjourn.

Meeting concluded.