

Horizon Towers condominium Association
2024 Quarterly Board Meeting
The sports Center at Horizon Towers
January 15, 2024 @ 5:30 PM

MINUTES

President -Dale Wheatley

Called meeting to order at 5:30PM.

Dale Wheatley – Roll Call

- Present are Dale Wheatley, Andy Hatfield, and Gladys Gore. Present on the phone with no Voting rights is Chuck Spath (who is ill and wanted to listen in). Absent is Margaret Grant (weather related). Glenda O'Halloran Office Manager is here to cover the minutes.
- Proof of Notice of Meeting
 - Posted on Tuesday January 10, 2024

Dale addressed Unit 711 with Kathaleen Deforge and the unique situation regarding the Trustee and Kathaleen's relationship with regards to who is the "Owner" Dale is proposing that we allow Kathaleen to be present during the meeting. No one has opposed and Chuck over the phone has agreed to allow Kathaleen to be present.

Treasurer:

- Andy read the Treasurer's report with \$39,047.58 in the Checking account and \$78,987.67 in the reserves.

Dale – President's Report

- stated he did not have a President's Report and asked Glenda to read the Manager's Report.

Glenda – Manager's Report

- Introduction of Glenda
- 4th and 1st Qtr Projects completed and in the works
- Trash being left on floors in Trash room intended for Recycling must be taken to the Trash room on P3.

Dale – Housekeeping

As we are going over Agenda items please know we will provide the owners an opportunity to speak on any subjects before any votes are cast. If we are discussing an item and you would like to Vote please await for Dale to call on you to speak so we can keep order and keep everything moving.

Old Business:

- Garage Roof repair and the materials and quotes. Office is about to move forward with follow up with vendors and move forward with the resolution which was also passed prior to this meeting.
- Dale acknowledges Andy as he has prepared a model and demonstration on the issue we are repairing.

Andy – Model and Demonstration

Drains under the canopy showed few leaks however the simple solutions were to address loose bolts to tighten. There was an expanded effort to repair John's unit. Andy is showing the parts from Unit 111 the pipe and flange and the corrosion. The seal and the gap created a leak between the drain and the concrete hole.

It was corrected using a technique using a core drill 9" the first technique did not work so we engaged this drill and cored out the concrete and replaced the sleeve along with different drains and a solution and fill with the compressed rubber membrane to provide an additional barrier to stop some of the water leaking.

Andy did the demonstration to show what exactly is happening between the flashing and the walls which is creating leaks in the Parking Garages.

Andy and Dale continue to explain what is happening with the water intrusion.

Andy further discusses it is better to be informed of how things work before speaking with a vendor as most of them are looking to rip us off. Now that we know what is happening, we have had an opportunity to investigate better solutions to repair the ongoing issues with water intrusion.

Andy further discussed his process to the owners.

Dale thanked Andy for his models to further discuss and explain. Dale further discussed the planters having potentially being a culprit and we believe that water membrane placed at the bottom of the planters probably is not contributing to the water intrusion in the garages.

- Knott Labs – has made recommendation to hire a GC to oversee the work they are recommending. We will begin to address the 4 Category D issues and build a master plan on the future structural areas identified in the study.

We are planning a meeting to meet with Knott Labs to further understand their recommendation of hiring a GC and what work they may participate in as well.

Andy and Dale

- Directed to the office to have Sand in the front areas for ice and snow. The Salt can create a corrosive area on the concrete and require additional clean up.

Re-Master Locks

- We cannot identify a Master Key control. There has been a question on how do we rectify this situation and what is the solution? We can advise the owners and give them an opportunity to correct from their side. We can also do the work through one company and the cost will be \$25 per lock.

Consensus is most of the Key control was lost during Bray Management.

Dale feels we need to address the Master Key and recommends that we move back to a 2 Master Key system with a log to check in and check out. We should not be providing these to Vendors to provide them access to all units.

Dale made Motion for the Key Control and sign out –

Andy is asking for further discussion within the Key Control subject in a workshop.

The motion failed.

Owner Assessment Status Report

- All Assessments have been paid and we have no delinquent accounts. This was reported by Glenda and Andy.

Tile and Grout Cleaning and Sealing Proposal

- cost – 1 vendor has suggested \$2700 to do the work.
- Eric has made a little progress.
- The Office has proposed working with Eric and renting a stem machine, re-filling the grout and re-sealing. They will put a proposal together and submit to the board.

Unlocking of Stairwells above the 1st Floor–(Recommended construction of a barrier in east stairwell)

- Proposal to unlock for exercise. There seems to be some reluctance with opening those for noise purpose and possible issues with falls.
- Are there any County or Fire Codes we need to follow?
- Issue of Protection and Security
- Safety Hazards
- Noise

Office will follow up with information discussed for further discussion.

Maintenance Staffing - Chuck had proposed a review of the maintenance work and coordination through the office and or the current Janitorial work.

- Budget of \$84,000 is the total budget and we believe we could have a full time position for \$50,000 /yr. There are several tasks which could be built into these tasks.
- Office is assisting our current Janitorial support “Eric” to be brought on board as a contract employee.

The Office will get back with a job description and proposal.

Revised Smoking and Vaping Policy. – The current policies conflict with each other and we need to update the policy. Further discussion is to address all smoking of any type. We are proposing a NO SMOKING of any products within, outside of the building and would Not be allowed.

Proposal is to publish this change for owner comment.

Questions:

- How does the Board expect to enforce this new proposed policy.
We will have to base this on complaints. If there is a constant complaint log we will have an opportunity to address this new policy and the consequences.
- Medical license? Do we have some sort of liability and there is always an exception however each scenario will have to be addressed individually. Further conversation and side bar.

This subject will have further discussion from Owners to the office in writing for clarification

Revision of Collections policies – Study recommendations –

- The new State Rules pertaining to the Collections which are complicated and we need to update several of the new policies which were implemented in 2022.

Parking and Towing Policies will also require updating –

- The policy is receiving complaints about those who are parking in the front parking lot . We are trying to work out the complaints and address the reasoning from prior Board use to be 2 days which someone can park more than 2. What harm is being done?

Do we need to have a policy which we should enforce and what should it be? Dale – The examples have been more than 2 days parked in front without moving the vehicle (abandoned or other). Each person has a garage space and so why do they need to park outside? Parking is something which the Board and others to comment on? Patty asked if the parking lot is ever full that it creates an issue?

There was discussion of this happened when folks would leave their cars while going to the airport.

Revision of Apartment Access in owner's absence Policy. – Dale will state we will only enter within an emergency, and we will continue to notify within two weeks before such entry would occur. We need to address and put a policy in place.. We need to add to the policy that we should show respect to the owners for further discussion.

Gladys Gore – Pigeon Deterrents

- Has purchased two different types of deterrent and is offering them to others.
- Dale suggested this be approved through the ARC bfor further discussion.

In Closing - Thank you for your participation and we are now closing the meeting after 1 hour and 40 minutes.

Meeting Adjourned at 7:10PM