

DARTMOUTH-WILLOW TERRACE CONDOMINIUM ASSOCIATION

Sept 19th, 2019 Board Meeting Minutes

Sept 19th, 2019 WILLOW TERRACE LOBBY 7:00 PM

Board members present: Bob Maddox, Chair; Anita Henkel, Vice Chair; Penny Shaw, Treasurer; Tomese Buthod, Secretary; Bill Seiller, Emily Hosea

Guests present: Tommy Arnold, Craig Buthod, Lucy Leath, Julie Johnson, Carol Pardue, Rhoda and Ken Bell, Carol and Bob Cobb, Eleanor Maddox, Ann Cobb, Donna Skaggs, Lee Dieters, Carolyn Whalen, Jesse Turley

AGENDA & MINUTES

Open Session

15 Minutes

Bob

Bob asked Tommy Arnold to give an update on the remodel status of the two units in the Dartmouth and the installation of replacement windows in 11B. Tommy said both units are almost finished, there are just some small finishing touches, and the painting in 4A should be finished within a week. They will be on the market shortly.

Tommy is thrilled with the new windows in 11B - as many have noticed, the lower sashes do not match the style of the other windows on the building - this was a mistake by Anderson. New sashes are being rushed and will be switched out by the end of September. Each switch-out should only take literally a minute!

Tommy has particularly noted that the apartment is much quieter with the double-paned windows, and the temperature is much more level. He has not noticed overly warm places on the floors where the sunlight hits, as he did with the old windows.

Craig Buthod added that he had looked with binoculars at the replacement windows from the street, and was very pleased by how good the "wrapping" of the wood around the windows looks. Not having to worry about painting again is very appealing.

Other issues:

CAPITAL NEEDS and BUDGET PROJECTS: Emily H. asked when residents will have the project list. Craig Buthod is working on the capital

needs/long term plan for major expenses. He strongly urges anyone with a project they want considered for inclusion in upcoming budgets to send him an email with the project. Even if you have told it to someone in the past, please send it to him so he can double-check everything is included. His email address is: CraigButhod@gmail.com The Board wants to share the project list with the residents at the November board meeting, so get those projects to Craig ASAP.

Bob Maddox introduced new Dartmouth residents Sue and Bob Cobb, unit 8A. They are native Louisvillians, and have moved back here from Atlanta.

Rhoda Bell complimented the Staff Committee. They've all been working very hard on a volunteer basis as new organizational structures for the staff are being implemented. An especially big thank you to Emily Hosea for heading up the committee.

Ken Bell wanted to know what the timing is for replacing the tile on the Willow Terrace front terrace. This has been promised for a very long time, and there are some seriously broken and loose tiles. Donna will schedule for additional patching as a stop-gap until the planned replacement in 2020. Ken next asked if the loading dock repair work is considered finished, and can the planters be put back now. Donna has that already scheduled for as soon as the roofers are finished with the WT roof.

Ken stated he feels the inside of the buildings should be in as good order as the grounds and exterior, and he noted that storage areas for building supplies are a mess. He suggests we organize a cleaning-out, which he realizes will cost something to get much of the old just hauled away. Craig Buthod volunteered to work on that.

Call Meeting to Order 7:10pm Bob Maddox

Approve Minutes

7/18/19 Meeting

Tomese

Minutes were distributed via email to all residents along with the agenda for this meeting. Tomese moved to approve as submitted, Bill S. seconded. Motion passed.

Finance Report Budget YTD Status Donna
Donna reported that as of 9-18-19, the HOA had \$243,759 in total in the reserves accounts. The WT roof will cost \$203,050, and with final costs for the loading dock and boiler repairs the year-ending balance for reserves should be around \$115,000.

We are running over-budget on Maintenance this year due to a 2018 boiler expense that ended up being paid in 2019.

After repairs to the irrigation system, our water bill has returned to normal and expected levels. Also, there was a big but contained leak in a unit in the WT, that has now been repaired.

Bill S. moved to approve the financial report, Anita H. seconded. Motion passed.

Buildings Report Boiler/Heating Status, WT Roof, Other Donna
The boiler test in August went very well. The system was much quieter. Donna was with Connie Sorrell of the WT when the test was conducted. (Connie suffered the most last year with noise from the boiler.) There was only the normal noise of pipes when the system is first turned on. However, there is still tweaking to the system to be done - the water "bounced" and the system shut itself off.

The chemical company verified the chemicals are correct, and the chemical specs were confirmed with the manufacturer. The manufacturer will be onsite for the next test, which will be planned for when the hot weather breaks.

We can not get a good reading of the system until the weather is cooler. It is definitely improved over last year, but it is not yet where it is supposed to be.

WT ROOF - Donna distributed photos of the work in process on the WT roof. Even though the job started a week later than originally planned, they are on schedule to complete as planned. On Monday, Sept 23 the

replacement materials will be hoisted up. The roof removal took everything off down to the concrete.

ELEVATORS:

There have been intermittent issues recently with the WT passenger elevator, and the technicians can not recreate the problems when they come out. Murphy Elevator Co has told Donna that the controller and contacts are the problem and are no longer available, and it is time to consider updating the elevators. Murphy has submitted a modernization plan. Donna distributed it at the meeting, it is attached to these minutes. The cost to do both passenger elevators is \$470,000. They don't have to be done at the same time, but once we start modernizing one, all aspects to bring that elevator up to current code must be done.

We now have a budget number to include in our long-range capital planning.

Craig Buthod offered that in looking at the list of issues with the elevator, this is not out of the ordinary for buildings of this age. He has decades of experience operating old buildings with old elevators, and urges residents not to panic. But we definitely do need to plan for modernization.

ELECTRIC CARS: Donna was asked to investigate costs for charging electric cars. There are two types of chargers - one is a rapid, high voltage charger that would cost \$400-\$750 each plus the installation. However, a regular electrical outlet can be used with the charging cable that comes with electric cars - it just takes much longer to charge. It currently costs about \$2.64 cents to charge a fully depleted electric car with the regular 120 volt cable. Additional 120 volt outlets can be added easily in the two garages and electric car owners can use their own charging cable. At present we have not had an owner purchase an electric car.

PAINTING: Willow Terrace entrance doors are being painted and finished this week.

SECURITY: Our landscaper had a blower stolen from her truck while she was working on the property. We have had people rummaging in the dumpster. Please keep your car door locked, and watch the area when exiting the garage. If you don't know the person wanting entry, do not let them in.

Committee Reports:

Grounds

Tomese

Grass was accidentally killed in the process of killing an invasive weed in the turf, so there are very large dead spots in the turf areas. The landscaper has prepared the areas and reseeded, and the sprinkler system has been temporarily adjusted until the new grass is established. The hot dry weather we are currently experiencing is stressing the landscape, but overall it is looking pretty good.

Staff

Emily

Melissa is doing a good job and the staffing committee has received many compliments on how staffing is going. The committee is interviewing to fill the spot left by Anthony. In the meantime, we are using temps from ReadyValet to fill in the schedule as needed. Regular staff are taking on more hours until the post is filled, and the temps help give them a bit of a break.

Windows

Craig B.

Tommy's replacement windows are a good success story. We do not have approval for everyone to get windows - the City's process for that approval is still in place. Tommy was able to get approval partly because of his unit's height, both for workman to reach the windows and the different weather conditions the upper floor is exposed to.

The normal process is still poised to deny other applications, but we do feel we have a precedent now. Craig has asked the Anderson company for a bid to do all the windows in Dartmouth 6B. When he gets that bid, he will share it with everyone in the HOA so they can see what it would cost to do their own windows.

Craig is asking for names of anyone who is interested in replacement windows to let him know, so an application to the city can have as much density behind it as possible. There is no commitment to do new windows if you give your name as interested. No money is being asked for - just a show of solidarity for the application.

Craig collected names and apt #s after the meeting, and if you are interested, please send him an email to: CraigButhod@gmail.com

New Business Dartmouth Roof Terrace proposal

Tomese

Tomese presented a brief summary of the proposal for a new terrace on the Dartmouth roof. It is to be 100% privately funded by the interested owners within the Dartmouth. There will not be a private assessment on all Dartmouth apartments. Only those who wish to participate and pay in to the construction and furnishings cost will have use of the terrace. The budget established for the terrace includes the \$17,000 repayment to the HOA as agreed to in 2017 when the roof replacement project and demolition of the old terrace occurred.

As of the board meeting, the committee does not have enough Dartmouth owners committed to paying for the construction of the terrace, but we are very close and expect to get the commitments within a few days. No work will begin until the full funding has been collected. As soon as we get the commitments and the funding is collected, the builder can begin so the terrace would be in place before next spring.

Tomese presented a motion for the board to be the signing body on the contract with the builder, only if the commitments for financial support from Dartmouth are fulfilled. Bill S. second.

In discussion before the vote, Rhoda Bell voiced concern that the HOA would be liable for the terrace. Bill Seiller said the board needs to see the actual contract from the builder before agreeing to sign it.

Therefore the vote was tabled until the contract is in hand and the liability possibility for the board is addressed. If these are completed before the November board meeting, the board will have an email vote.

Management Contract

Bob

On August 29, 2019, Bob Maddox received notice from Evans Property Mgt that they will not be renewing their contract with the D-WT HOA and wish to terminate the contract on November 30, 2019.

We are in the process of looking for a new management company. Eight companies were identified to consider and so far 4 of them are submitting proposals. This past week, Bob, Ken Bell and the Buthods met with Geoff Wilkerson, who has been the manager for the Commodore building for the past 13 years. The Commodore has a similar structure to ours, and the building is the same age, so he has experience that applies very well. He is coming back next week to make a formal proposal.

Bob needs owners to assist in this transition and he proposes two committees: one for the interviews and proposals and one to develop the

2020 budget. Bob has contacted residents to ask if they would be willing to serve and received agreement from them.

He distributed a proposed roster for the two committees: Management Selection comprised of Penny Shaw, board member, Dartmouth; Cindy Carroll WT Standards; Zach Meihaus, board member, WT; Anita Henkel, board member, WT; Bob Maddox, Board President, Dartmouth.

Bill moved to approve the committee, Anita seconded. Motion passed.

For the budget committee: Gayle Dorsey, former board treasurer, Dartmouth; Charlie Pye, retired CPA, Dartmouth; Anita Henkel, board VP, WT; Craig Buthod, Dartmouth, currently developing the long-range plan for 2020 and major projects.

Bill moved to approve the committee, Tomese second. Motion passed.

A question was asked about the timing of the annual audit. Donna replied the audit is underway right now.

ANNUAL BOARD ELECTIONS:

The annual meeting will be held on December 5 and election of 2020 board members will be announced at that meeting. Donna needs two volunteers to help her count the votes before the meeting. From the Dartmouth, Mr. or Mrs. Cobb in 8A will assist. We need a volunteer from the WT - please contact Bob Maddox and let him know if you are able to help on this.

Old Business None at this time

Next Board Meeting Nov 21st, 2019 Dartmouth Lobby

Meeting Adjourned at 8:15pm