

Meeting summary for TEC Elevator Brief + Nine Additional Board topics (05/16/2025)

Quick recap

TEC Elevator briefing did not occur due to a miscommunication with the vendor. This vendor briefing will be rescheduled for Monday, 5.19.25. The board reviewed and approved various construction projects and maintenance issues, including balcony repairs and drywall work, while also establishing new committees to help manage ongoing projects and future maintenance needs. They discussed legal and policy matters related to the condominium association, including updated declaration documents, new enforcement policies, and potential screening processes for new owners and renters. The board addressed concerns about office accessibility and discussed potential committee projects, including the development of an outdoor seating area and improvements to walkways near the Recreation Center.

Next steps

1. [John to call pool maintenance company to drill drainage holes in the pool deck at the south end of the north pool.](#)
2. [John to continue investigating solutions for the dryer venting issue in 3-bedroom condominiums.](#)
3. [John to research and consult engineers for solutions to reduce vibration and noise from 5-story air conditioners.](#)
4. [Don to consider expanding April's office hours to improve availability for residents.](#)
5. [Board to discuss and make a decision on resident access to the office/recreation building.](#)
6. [Lisa to send out an email inviting the beautification/landscaping committee to their first meeting.](#)
7. [Don to ask Carlos \(attorney\) to update the association's declaration documents, including the articles of incorporation.](#)
8. [John to send the Fire Marshal a copy of the signed contract for chute maintenance.](#)
9. [John to get a cost estimate for replacing the leaking fire department connection valve.](#)
10. [Four to make a bid to owners to allocate insurance cost savings to reserve accounts instead of lowering monthly assessments.](#)
11. [Beautification/Landscaping Committee to develop a plan for improving outdoor social areas, including potential concrete slab expansion near the grill/picnic area.](#)
12. [Board to plan for replacing and widening the walkway to the Recreation Center.](#)

Summary

Construction and Committee Planning

The board discussed several key topics including financial reserves, insurance, and ongoing construction projects. They approved spending \$15,000 to complete ceiling molding work on the 5th floor, and signed contracts for balcony repairs on two-story buildings with American Custom, which is expected to take 12-18 months. The board also addressed the need to form various committees, including beautification, technology, and service committees, to help manage ongoing projects and future maintenance. They

discussed the possibility of using university interns to assist with some committee work. The board agreed to allow American Custom to begin work as soon as possible, with an estimated start date around the 9th of next month.

Condo Association Legal Policy Updates

The Board discusses several legal and policy matters related to the condominium association. They have requested updated declaration documents from our legal team and implemented new policies for mold prevention and covenant enforcement, including a fining process for rule violations. The Board also considers implementing stricter screening processes for new owners and renters, though they express concerns about potential legal implications. Lastly, they mention that all issues identified in the annual fire marshal inspection have been addressed, with only the submission of a contract copy remaining.

Condo Maintenance and Assessment Review

The board discussed ongoing maintenance issues, including a leaking standpipe that may need replacement and problems with North pool deck drainage and dryer venting in the 3-bedroom condominiums. They also addressed concerns about air conditioning vibration and noise, with plans to consult engineers for solutions. The board reviewed assessment costs over the past 15 years, noting that while current monthly assessments are \$700, the average cost per owner has been around \$570 monthly when including special assessments when averaged over the last 15 years. They discussed the need to better fund reserves, with \$20,000-22,000 being allocated monthly today, though this may not be sufficient given the projections of the life of our non-SIRS assets.

Office Access and Service Solutions

The board discussed concerns about the office being closed frequently, with owners reporting difficulties accessing services and information. They considered options like having maintenance staff present during closures or expanding April's hours. Additionally, owners access to the recreation center was discussed, with the suggestion of 1) leaving the doors open from 7am – 1pm; 2) installing a security cameras and 3) allowing owners access to the key lockbox outside the recreation center. The board agreed to further discuss and decide on these options, while emphasizing the importance of maintaining service levels and protecting office resources.

Community Projects and Safety Improvements

The meeting focused on discussing committee involvement and potential projects for the community. A member proposed creating a welcoming/social committee to develop an outdoor seating area with tables, chairs, and a grill near the picnic area, though this would require permission from owners due to being a material alteration and would be expensive due to concrete costs and tree root removal. The discussion also covered the need to replace a dangerous and narrow walkway leading to the Recreation Center, which could be widened to 5 feet to improve safety and accessibility for walkers.

Disposition of Motions presented during the meeting

	Motion	Status
1.	Minutes from BOD Meetings held on 5.8.25	Approved
2.	Complete Drywall \$15,400 bid to add large moldings to cover the truss straps on the concrete walls on the 5 th floor of buildings 8, 9 & 10.	Approved
3.	American Custom to patch the stucco that was damaged by the hardiboard removal on the 5 th floor walkways.	Approved.
4.		