

# Comstock Place HOA

## Board Meeting Minutes

### April 17, 2024

#### 1. **Roll call and Quorum** - Approve Minutes and Agenda

Present: Bill, Carol, Omar and Jim = quorum

Note: Our dual mission as a board is to maintain or increase the value of the property, while enhancing owners' current enjoyment and peace of mind.

Next meeting: TBD

#### 2. **Financial Report**

Despite deferring 1 balcony each for Omar, Carol and Butler's, we will need to spend the entire \$30,050 going to the reserve account this year on this project. The other three balconies will need to be done next year. This is a pressing safety/insurance issue that must be the #1 priority.

#### 3. **Status of improvement and maintenance projects.**

Long term goal is to prevent degradation, major future repair expenses and insurance claims through regular inspections and timely maintenance & repair

Grounds Cleanup – Do with volunteer work this year to save budgeted \$4000

Clean-up needed at Dalich's courtyard. – Common area done by Linda & Jo

Lawn Care – We will get bids to try to reduce the \$5000 budgeted.

Lawn mowing will be about \$2800. Skip aeration this year.

We are buying a spreader to do the weed & feed and any reseeding needed

#### 4. **Committee Reports:**

- Pool – Bill, Linda, Jo: Will continue to identify the best pool cover solution

- Landscaping – Dorene: Still awaiting confirmation of bid from Spirit.

- Structures & Fencing – Jim, Chuck: Will start inspections next week.

- Bylaws & Community Agreement – Bill, Carol: Mainly to clarify what maintenance/repair work is each owner's responsibility

- Social – Dorene, Liz: Tapas Tuesday, 2<sup>nd</sup> Tuesday of each month, maybe June 11<sup>th</sup> as pool opening event

- Irrigation – Jim (Bill & Omar): Start-up and walk through April 25th

- Sewers – Omar, Jo: Determine priorities, get new bids; maybe do 1-2 per year

#### 6. **Discussion of reserve fund planning vs. ordinary maintenance.**

Note: These items are under preliminary discussion by the board and no final decisions will be made without discussion and vote by the entire membership.

A. Exterior Maintenance – Siding & Painting

Board recommends removing this from the Reserve account and budgeting for regular preventive M&R. Need to update reserve study accordingly; official update in 4<sup>th</sup> Qtr.

B. Roofing M&R and Replacement

Roof maintenance and replacement will remain individual owners' responsibility.

Note: The Association is still insured against damage due to natural events.

Note: Certain inspection and maintenance by owners will be required for insurance reasons and to maintain appearance and integrity of the roof.

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C. Next Project - Sewers or paving options?

Sewer committee will determine the urgency of remaining 6 sewer line repairs and get bids. We will likely do Dalich's first.

Tentatively postponing driveway repaving until 2031-32. May do small repairs and some sealing sooner.

**Action Items:**

- Bill – Get offers for pool cover
- Dorene – Confirm quote from Spirit Pruning and distribute to the Board
- Dorene – Plan social events for the year
- Jim – Get bids for lawn mowing service
- Jim – Meet with Tom Bro (sprinklers) on April 25 at 2:15 for start-up and walkthrough
- Jim – Source better exterior paint of matching color
- Jim – Develop fence coating specification/procedure
- Jim – Notify owners of need for garage lights to be on and offer assistance.
- Jim – Get quotes for repair of south drive trench or DIY for now?
- Omar – Develop plan and budget for sewer repairs

**Future Agenda Items:**

- Plan sewer and paving schedule for reserve study
- Determine the annual budget for siding and painting repairs.
- Identify funding for pool cover (solar?)
- Second coat on fences, first on areas with high UV exposure, then outward facing sections