

# WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS

### GENERAL MEETING MINUTES

November 18, 2021

#### Attendees:

Travis Ryan, Onsite Manager (via phone)  
Matthew Shewmon, President  
Michael Montoya, Vice-President  
Carrie Huenink, Treasurer  
Dottie DeMark, Secretary  
Mike Gantz, Voting Member

#### Also Present:

Donna Mordini, 1509  
Amalia Johnson, 1102  
Paul Hunt, National Pavement Protectors (a portion of the meeting)

#### Meeting start time: 6:00 pm

1. Roll Call.
2. Open Discussion. Donna Mordini pointed out a correction to the minutes presented for the 10/28/21 General Board meeting in Section 1 under Open Discussion, at the 7<sup>th</sup> sentence which should read "...where the dog jumped from the car and tried to get into her car to attack her dog." Travis was not able to get a proposal for services from a second law firm. He presented the proposed contract with Altitude for their services in 2022. Altitude has finished everything we need now and they have hired 2 new attorneys and Travis now feels good about continuing to work with Altitude next year. Carrie expressed her disappointment that a second bid was not presented. Travis advised that there is no hurry to sign the Altitude contract and he has several other law firms he can contact for a proposal and he will do that.
3. Meeting Minutes from October 28, 2021 Meeting. After discussion, a **Motion to approve the minutes of the 10/28/21 meeting minutes with the change requested by Donna Mordini above under Open Discussion was made by Matthew, seconded by Mike M, and the Motion was approved.**
4. Meeting with Paul Hunt from National Pavement Partners. Paul Hunt joined the meeting and advised that this would be an informational meeting where the Board could ask questions of him. He has been in this business for 29 years and does a lot of work with HOAs and property managers. He distributed several aerial photos of the streets of the complex which showed the condition from up above and he pointed out areas of cracking and alligating caused by stress. Paul advised that he looks at our project as if he's spending his own money; and he warned of

companies from Denver who might give a cheap price and then come back with multiple change orders to increase the price. He pointed out a picture of patching repairs done near building 3 that is now alligatoring; he felt Travis was taken advantage of in this instance. This spring Paul and Travis looked at areas that are tripping problems and advised that these areas need to be addressed immediately, but that won't solve our long term problems. Another picture in front of the clubhouse was discussed as another area that is falling apart; it's like a cancer. Colorado has the worst freeze cycles in the US; water is getting into the cracks and freezing and that's when the damage starts from the stress. Another picture showing the sunken manhole was discussed.

Paul warned of the liability we are facing and the need to come up with a plan. It will be expensive and could take several years. He described a complex in Windsor that was going to cost \$330,000; they developed a four-year plan. Paul did an assessment of the whole WFFV property and rated the concrete and asphalt, and he handed out that assessment. The life of asphalt is 15 years. We can do a mill and pave on most of the areas in the complex, but mill and pave won't work on the green areas because they are past the point of mill and pave. The Board's options were discussed. Paul advised there are companies out there who will do everything from soup to nuts, including watching until the project is completed. Smaller companies don't provide that inhouse quality control but Paul is willing to come out and do that. The Board options include hiring Paul based on his proposal or the Board building a proposal with someone like him, and then look at budgets down the road. Or the Board can build a proposal or get a consultant to help and pay him. With asphalt, compaction is key; if it's not right, the asphalt will fail. Greeley has very expansive land over here.

Paul distributed recommendation letters from his customers. He then discussed projects he has done in Greeley and his relationship with John Elway. Paul is still working on some areas of his estimate for us and will have them to us soon. If we hire Paul, his foreman and superintendent working here will have no idea of what we have said here in planning. He wouldn't do a bid and then hand it over to his superintendent and we never see him again. Matthew referred to one estimate that mentions manhole repairs. Is the bid looking at the manhole outside of Building 7? Paul advised that we don't know what's under the bad areas but we know there's water under them. It could be soft and he would take out the old material and bring in new gravel before he paves. Paul's main office is in Commerce City and his area is from Longmont north.

Paul noted this is an expensive job and he would like to fix it and manage it in the future. Down the road, the Board needs to have a maintenance project to take care of the cracks, and then stay on top of it and keep the water from seeping under it again. Paul handed out two bids to the Board: one addressing the "T" shaped area directly north of the clubhouse and the other addressing the infrared area. Mike G asked if he would give us a warranty, and Paul said it would be for one year, unless a fail is their issue then they would fix it. When asked who chooses the contactor, Paul said that depends. He can bid along with other companies and he gets it if he's the low bid. We could also do a "bid tab" which makes the bids easier to compare. Quality Pavement Consultants do a bid tab and they follow the project through. They have a crew that does everything other than traffic control. The liability for that is huge and they sub it

out. If you don't get enough contraction factor of 92% to 96%, it will fail and you have to mill up the whole thing and re-do it. A discussion followed about the lack of asphalt in June of this year which led to increases in prices for concrete only.

Matthew asked if we hire Paul for consulting services, would he come in and do an analysis (which he has already done some of). Do we need to hire you and what are your fees? Paul doesn't have licensed engineers on staff so he has to go outside. He can evaluate the roads and come up with a plan of short term and long term needs. Dottie asked what are your fees. Paul advised that they don't charge a fee to come out and evaluate. He can put a bid tab together and give ideas of who to use and who not to. We won't see a fee from him; it is built into the bid. *At this point, the tape recorder stopped for a low battery and no new batteries were available for replacement.* Paul said change orders can happen if things are discovered. Travis involvement would include some input, identifying the troublesome areas. He would not necessarily be needed out there every day when the crews are doing the work. He would have lots of communication with Paul, and he would get complaint calls but Paul would handle the resolution of those.

Matthew asked a question about including the infrared area and was told that the infrared area doesn't cut through the mat. Carrie asked a question about the sinking manhole, and Paul explained how it would be handled. Paul invited the Board to write down any questions we have and give them to Travis for him.

Matthew noted that an evaluation of the project would be really helpful so we can develop a plan. He advised Paul that the Board would talk about it and get back to him. Paul said he would have ballpark budgetary numbers by the second week in December. Whereupon Paul left the meeting. The Board then discussed the information given to them by Paul. The Board agreed to get an evaluation from Paul plus 2 more estimates of the whole project. The Board also agreed to get a bid from both of the 2 estimates as to how they would handle the "T" area north of the clubhouse and the manhole. Travis was also asked to find out the cost for getting a core sample.

5. Old Business.

- a. Final Numbers for the insurance claim. Travis and Mike M talked about the items on the handout that need to be repaired from the 2018 hail damage and answered Board questions. Travis will review the bills from hail damage and make sure all bills have been paid. Travis is in the process of getting the cost to do all items on the list with Mike M's help.
- b. CPA Contract. A discussion was held about fees and services included in the contract vs what we asked for. Travis will get with the CPA and get it straightened out and have the contract revised.

6. New Business. The Board reviewed the meeting schedule for 2022 presented by Travis. There were two errors in the year that needed corrected. A **Motion to approve the meeting schedule presented for 2022 with the corrections noted was made by Dottie, seconded by Matthew, and the Motion was approved.**

7. Reports.

- a. Transaction List. The list was reviewed by the Board and there were no comments or questions.
- b. Profit and Loss Actual v. Budget and Balance Sheet for October, 2021. There was no Balance Sheet provided to the Board and Travis will email it to the Board tomorrow. The P&L comparison was reviewed by the Board and Travis advised the Board that we can expect a bill from the corner deck repair company for around \$9,000 which will put us about \$6,000 over the 2021 budget for that item.

Whereupon, the Board went into Executive Session and the public left the meeting at 8:14 pm. The minutes for the Executive Meeting are recorded elsewhere. The Board returned from the Executive Meeting at 9:10 pm.

**A Motion to Adjourn was made** by Dottie, **seconded** by Carrie, and the **Motion passed.** The meeting was adjourned at 9:10 pm.

Respectfully submitted,

Dottie DeMark, Secretary