

# Grandview Villas - HOA Board Meeting Agenda

Date: 04.29.2025

Location: [Google Meet](#)

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Call to order: Meeting called to order by Wojciech Zolcik @ 6:30 MDT

## Attendees:

- Board Members: Wojciech Zolcik, Joe Grundler, Mikeleen Reed, Mark Winkler, Elisa Kuriyagawa
- Remote Participants: Dawn Dobson, Linda and Rich Kishiue, Bruce Speake, Carol Wegleitner

## Reading of Minutes: [03.25.2025 HOA Agenda/Minutes](#)

- Secretary:
  - Amendments:
- Motion to Accept: Mikeleen motions to accept minutes, Mark seconds, all approve

Presentation from Brennan Lauffenburger on the application of the Roof Maxx product to extend the life of the garage roofs. Cost of the application, which includes some minor roof repair, is part of the 20-30 minute presentation. JG

Presentation from Wheatley Creek for potential role as new Primary Maintenance Provider.

**(See notes below on both Roof Maxx and Wheatley Creek presentations.)**

## President's Report:

- Elisa sent welcome letter to new owners of 213
- MicroHOA Training/Elisa Attended (Invoice posting on portal) Some of the features that MicroHOA promised are not yet available. Mark is working on some of the financials and the transfer is not yet complete.

Kasey from Wheatley Creek gave a presentation: Best in Grand for cleaning, maintenance, etc. Google search has reviews, very positive. Questions: would you be able to do...Can help with Spring clean-up. Not mulch. Dryer vents could be serviced. What would our next-steps be...Wojciech suggests that we need to get a list of things that we would like done and then send to Wheatley Creek.

**Wojciech suggests that we put together a list for Wheatley Creek. Also suggested: Contact Wheatley Creek to finish spring clean-up after Clean-up party for unit owners, May 24.**

For Roof Max: Roof Max gives a comprehensive slide-show presentation. Board needs to review material and then set up a time for the board to discuss and vote. **It's suggested that we do a Google Meet after we look at the specifics of the presentation. Mark will get an email chain going after we all get a look at the presentation. (Joe is out May 4-11)**

#### Treasurer's Report:

- **Account Balances as of 28 Apr 2025:**
  - Operating = \$79,369.61
  - Reserves = \$121,671.44
    - Note we are still missing approximately \$3200 from Operating and ~\$100 from Reserves that was supposedly sent as a check directly from UBB to First Citizens
- **Profit & Loss as of 31 Mar 2025:**
  - Net Income to Operating =\$
  - Net Income to Capital Reserves = \$
- **Total expenses to budget as of {date}: \$ over/under budget**
- **Aging Report as of 31 Mar 2025: \$0 (>90 days); \$0 (61-90 days); \$0 (31-60 days); \$12,349.60 (1-30 days)**
  - 2x Units @ \$905, 1x Unit @ \$10,539.60
  - Note, these were “reset” with the transition to MicroHOA
- **Treasurer Actions from March Meeting:**
  - Mark takes an action to get this moved to First Citizens and close the UBB account. Completed. Bank Check mailed from UBB directly to First Citizens on April 3rd... However, as of 23 April, I do not see the deposits in the First Citizens accounts. I have sent a request to track the check to UBB and have asked MicroHOA to look into it from the First Citizens side.

- Mark takes an action item to work with MicroHOA on ensuring that reports necessary for the April Meeting are available. Reports for month end March do not seem to be complete or correct. I have reached back out to MicroHOA to see what can be done.
- **Received Final Invoice from RMC re: water damage from last April in building 205. Working to make sure all services/materials were provided before final payments are made.**

#### **Unfinished Business:**

- **Maintenance Directives Policy - needs to go out to all unit owners for Notice and Comment. Elisa will do this.**
- **Spring Clean-up, Clean-up Party and/or contracting out (Date for a Spring Clean-up could be done on Memorial Day Weekend. This could be a time that a list of needed work can be created for Wheatley Creek and a Landscape Company)**
- **Gutter Repair to Garage (Mikeleen) Mikeleen has contact information for a contractor. Also will have the contractor work on the gutters on Building 205. Discussion about the stain to that repair area. Dawn suggests that the repair be left without stain and then it will get stained when the garages are stained. Mikeleen is concerned about the railroad ties in the open area.**
- **Staining Bids Update: Dawn contacted Carmen about staining Building 205. He will also give us a quote on painting the door.**
- **Spring Letter to Homeowners: Elisa will do this. Remind people about the drains, dryer vents, spring cleaning, parking, hummingbird feeders only - not bird feeders, trash, staining coming up for 205, no smoking reminder, dogs and waste, anyone who would like to be on the board.**
- **STR business with Unit 316: Dawn explained the situation about the original owners and then the new owners that took over. Inspections and licenses do not align. Dawn would like the owners to renew by the end of June. Board agrees. Dawn suggested that if you are reading emails, mark unread so others can read. Please do not delete emails.**

#### **New Business:**

- **Leak and water damage in Building 203: Mark reported that the owner filed claims through insurances. Which means the HOA will get the claim.**
- **Proposal from Unit owner to stain garage door lower framing to extend life of trim where it comes in close contact with the ground and snow piles.**

- **Considerations**
  - **Micro HOA will likely need W9 and possibly proof of Insurance to issue a payment. If we proceed, perhaps the Board could make “payment” via a gift card of some sort and have that reimbursed as a miscellaneous expense?**
  - **Staining schedule with Carmen, will be up in June**
  - **Dawn was opposed to this, saying that piecemeal staining makes an uneven finish as the wood needs to be cleaned and treated to remove oxidation. Would like to wait until the garages are stained.**
  - **Mikeleen also would like to wait until the garages are stained in our schedule.**
  - **Wojciech will send a letter to let the owner know.**

**Next Meeting: Tuesday May 27 @ 6:30 MDT**

**Meeting Adjourned: Motion: Joe Grundler moves to adjourn    Second: Mikeleen Reed seconds the motion. Board agrees.    Adjourned at: 8:04 pm MDT**