

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS SPECIAL MEETING

Meeting Minutes
July 7, 2022

I. Call to order

A Special Meeting of the Hunters Square Board of Directors began at 7:00 p.m. on July 7, 2022, via conference call on Zoom.

II. Board Members Attending

Board Members: Suzanne Allen, Tamaria Raleigh, Romina Peinado Wagner and Nancy Creel.
Burke Management Group: Joyce Mullins and Robbie Terrant.
Residents and Guests: Paul Turner.

III. Matter for Discussion

During the prior Board meeting of June 21, 2022, Management presented a bid from Hilton Home and Wildlife Services for removal of raccoons and repair of access points and attic insulation for a total of \$79,000 at Building 7. Management was asked to obtain additional bids to determine if this was an appropriate cost for the needed services. Management obtained a bid from Critter Gitters on June 28, 2022, after they inspected the property with Paul Turner. Critter Gitters has submitted a total bid for \$9,323 for the same areas that was inspected by Hilton, one unit, 9310 Caspian Way, #301.

Paul explained that raccoons had accessed that attic, had babies and had also destroyed the insulation and chewed through electrical wires to the point that the resident has lost use of some outlets and lights. It is the Board's obligation to make a decision as soon as possible to remove the animals, get the necessary repairs done to ensure the homeowner has safe use of the home, and to make the necessary repairs to keep out the animals.

Raccoons have been climbing building downspouts and accessing the attic through the fresh-air vents by the chimneys. Critter Gitters will remove the raccoons and babies, remove all compromised insulation, fog the attic with disinfectant, replace the insulation and tape over the fresh-air vents before repairs to determine if additional animal activity is occurring. Critter Gitters will not perform the required carpentry repairs to the roof.

Raccoons are ripping off the fresh-air vents which were attached by the builder using foil-backed compressed card board. All vents on Building 7 need to be reattached for proper venting. Paul recommends that the siding be removed where fresh-air vents are attached, add plywood and 2 x 4 backing for more secure attachments of the vents and covers. Building 7 has ten (10) chimneys with at least one (1) vent per chimney. The cost for vent repairs will be \$800 per chimney for a total of \$8,000 for ten (10) chimneys. Some chimneys have two (2) vents which will require an additional \$100 per vent.

Paul also recommends putting covers over fireplace vents in the entire community.

Paul has indicated that when the raccoons are removed from the one attic, he will work with Management and the remaining residents at Building 7 to inspect all the attics during vent repairs to determine if there is any additional raccoon infestation and what level of action may be required. Paul will submit pictures to corroborate any problems. It is believed that a small section of insulation may need to be replaced at 9220 Caspian Way as well.

IV. Resolution

After review of the budget, the Board determined the funds for Critter Gitters shall be allocated to Building and Repairs and the fresh-air vent and carpentry repairs can be allocated to Reserves.

Nancy made a motion to accept the bid from Critter Gitters for \$9,323 which was seconded by Suzanne. The motion was passed.

Paul will submit a bid to Management for the fresh-air vent and carpentry repairs by close of business July 8, 2022. The Board will vote via email upon receipt so that action be taken immediately on this problem.

VIII. Adjournment

Suzanne made a motion to adjourn which was seconded by Nancy and the meeting was adjourned at 7:50 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____