

## **Donner Place HOA Board Meeting Minutes For July 21, 2023, at 4:30pm at Unit 204**

In attendance: Board members Hugh Barlow, George Durham, Layne Guerts, Randy Jenson and Ed Sweeney. From Welch Randall, Matt Mendenhall. Guests, Patrick Burke, Cari Junge and Alex Junge.

### Approval of Minutes

A motion was made to approve the Minutes from the June 16, 2023, Board Meeting by Randy and seconded by George. The motion was approved by unanimous vote.

### Review of financials

Matt reviewed the finances for the HOA for the past month. After discussing the Board approved the financials by unanimous consent.

### Unit 301 Initial Remodeling presentation

Patrick and Cari made a presentation, with a handout, outlining their remodeling of Unit 301. The handout is attached to the minutes. The presentation was very well done and highlighted the steps Patrick and Cari are taking to begin the demolition phase of the project. Ed will be meeting with Cari and their prospective demolition contractor onsite to go over the details of the work contemplated. Ed will report back to the Board on that meeting. The Board will then determine what steps Patrick and Cari need to take to get formal approval from the Board including a security deposit to be made prior to any commencement of work. A second presentation will be made once the demolition phase is completed. The work could take over a year to complete.

It was noted that Unit 401 would begin their remodeling project once Patrick and Cari move out of 401, which they are now renting. Ed has reached out to Unit 701 to see what Robin Palmers plans are regarding restarting her remodeling project. Unit 102 will be remodeling their master bath which is contemplated to start in early August. Ed and Matt are in contact with Unit 102's general contractor and will have more information about the scope of that remodel.

There needs to be careful and well thought out coordination of all these remodels. The north side could have four remodeling projects going on, in stages, for over a year.

### **Business**

### Unit 103 increase of rent and landlord improvements

The Board discussed the email received by the Board from Lisa Weston in Unit 103. Lisa outlined her concerns about the rent increase of \$125 per month to \$1,400. She also indicated that the unit needed significant upgrades and repairs to the Unit to justify a rent increase. There are several items that could be done immediately, including new screens, checking on water pressure in the bathroom, raising the shower head and black out blinds for the bedroom. Other items she requested will require further discussion as there have been no funds allocated in this year's budget for those types of upgrades. Ed will touch base with Lisa to go over the Board's decision.

#### Investing reserve funds

Welch Randell has used HOA reserve funds to set up a 14-month \$50,000 CD at 5%.

#### Limiting the number of Units that can be rented and creation of a reinvestment fee when a unit is sold

The Board discussed setting a limit on the number of units that may be rented at any one time. Currently there are four rental units, including 103 which is owned by the HOA. At present there is no language setting the number of units that can be rented. There will be more discussion at the August Board meeting. It was also discussed to establishment of a seller paid reinvestment fee of .05% of the sales price when a Unit is sold. This is in line with current Utah Statutes. Both changes will need the approval from two thirds of the Owners.

#### Pool Updates

Ed and Ramiro will investigate George's request about putting on an automated pool cover. The Board agreed but it is a matter of timing and budget. George gave Ed a source to investigate costs. Layne was tasked to find a new table, chairs, and umbrella for the pool. A lot more people are taking advantage of the pool.

#### Structural engineer

We are waiting for Dean Webb to set up a time to walk the property. It will be in August.

#### Appfolio Payment Fees

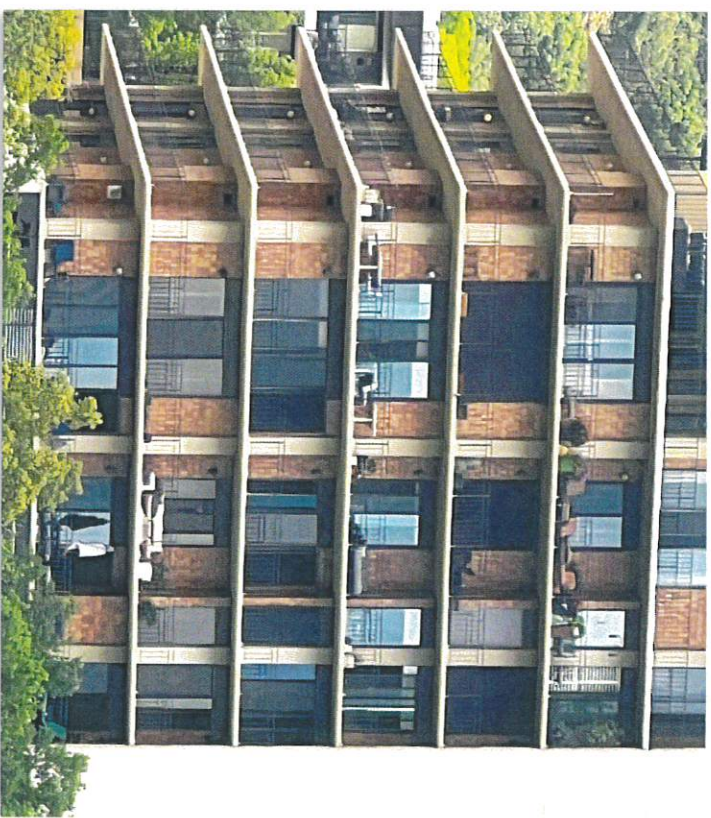
There was a discussion about the new Appfolio Payment Fees. A number of owners pay their monthly dues using the Appfolio app. The Board will take the recommendation of Welch Randall on what the Board should do.

The next Board meeting will be Friday August 25 at 4:30 pm.

There being no other business the meeting was adjourned at 6pm.

# BURKE RESIDENCE

unit301



910 SOUTH DONNER WAY  
Condo #301 Renovation Project



# BURKE RESIDENCE

unit301

Condo #301  
Renovation Project





# BURKE RESIDENCE

unit301

## ABOUT US ...

### Patrick Burke & Cari (Junge) Burke

Alexandra (Ali / Alex) Junge - 23  
Jenna Junge - 20  
Mikinsley (Kinz) Burke - 20  
Linnea (Naya) Burke - 18



Patrick's a PhD in Molecular Bio, EVP of Strategy & Innovation for Myriad Genetics for 22 yrs

Cari is a BA in Architecture, LMT, FMP ... former H&F Director for the JCC, now teaches and leads our renovation project





### HOA : HOUSE 'REMODELING RULES'

- a) Overall project scope
- b) Detailed drawings and plans for all trades ...
- c) Staging plans and detailed timelines ...
- d) Start and finish dates
- e,f) Impact on elevators and common areas
- g) Removal of demo debris
- h) Bringing in and removing construction and furnishing materials
- i) Drilling into pre-tension slab/ impact on structural integrity
- j) Access to adjacent unit for new plumbing
- k) Storage of material
- l) Required building permitting ...
- m) Use of architect, engineer, designer ...
- n) Use of licensed/ bonded general contractor and subs ...
- o) Owner as GC ... not applicable

### OTHER CONSIDERATIONS

Circuit breaker panel ... Working hours ... Access to building ... Water shut off ... Daily prep and cleaning of common areas ... Dumpsters and recycling bins ... Storing materials onsite / patio use for project ... Parking for workers ... Delivery and removal of materials ... MEP permits ... HOA inspections ... Remodel deposits ...



# BURKE RESIDENCE

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## SCHEMATIC PROJECT SCOPE

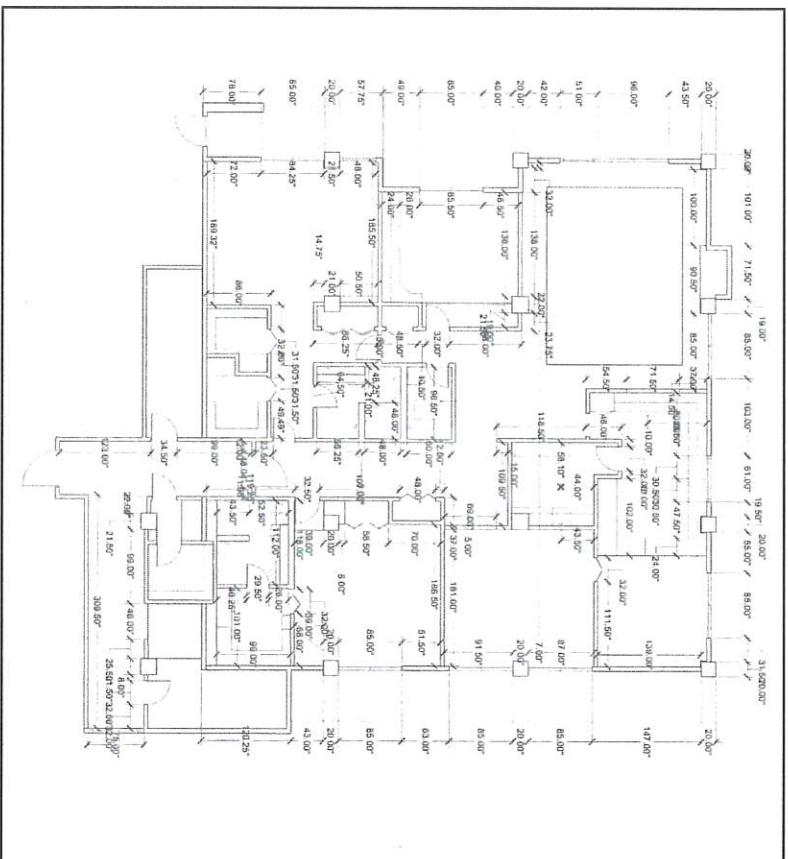
- Full demolition of all interior walls, ceilings, MEP (to be determined), fixtures, appliances, cabinets, etc... the final product after demo will be concrete floor, ceilings and structural columns.
- Removal of all perimeter glazing including doors and windows for installation of new design and systems.
- Full-scope interior construction following a Design-Development phase and Design-Build process General Contractor Team once Demo is complete and existing conditions are understood.

NOTE: All work and phases will be managed by Cari and General Contractor Team.



# BURKE RESIDENCE

Unit 301



## AS-BUILT DRAWING

We took time to create a floorpan of existing conditions to review and receive bids for Demo from prospective General Contractors.

We have received a favorable bid for Demo and feel confident about the licensed GC we are considering - CJC Builders.

UNIT #301  
AS-BUILT FLOOR PLAN



# BURKE RESIDENCE

unit 301

## LICENSED GENERAL CONTRACTOR

Cameron Cook, the owner and lead GC for C|C Builders came highly recommended by a design industry leader as an experienced, highly communicative, thorough, client-minded and collaborative with attention to process, detail, organization and cleanliness.

We walked our unit with Cameron (and Ed Sweeney), received a Demo bid based on his study of the unit and HOA Remodeling Rules, and we visited a job site.

We plan to award the Demo scope to C|C Builders and look forward to a smooth process with hopes to continue into a Design-Build contract for the Interior Renovation scope.

<https://www.ccbuildersutah.com/>

C | C  
BUILDERS



# BURKE RESIDENCE

unit 301

- Prepare space on Friday before a M-F Demo process

**Week of  
8/14-18?**

- Water shut-off on established Friday from 10a-12n
- Plumber comes to close all valves in unit from water flow
- All appliances and fixtures to be preserved will be removed



BUILDERS



**Cleanliness is  
key!**

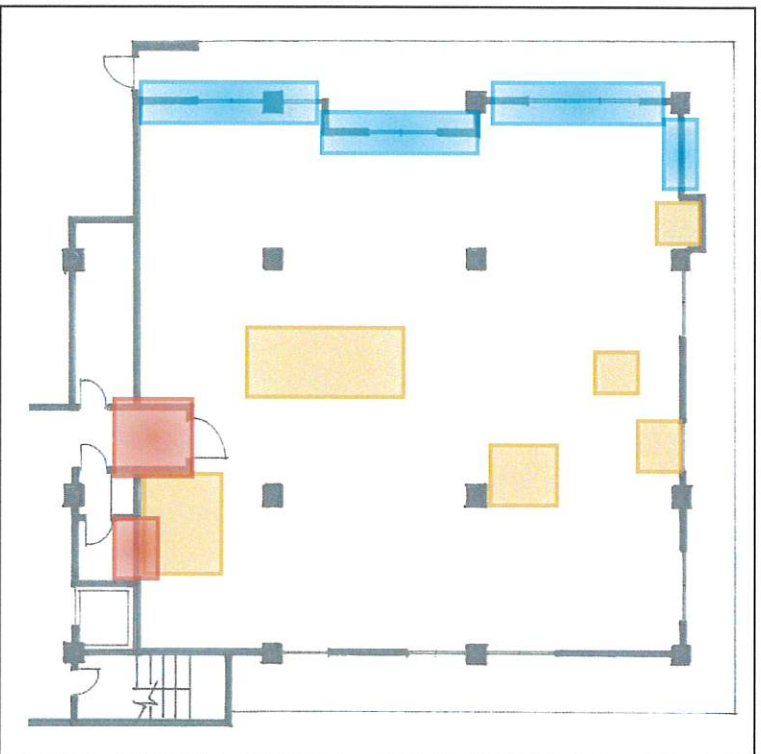
- Demo Week
  - Trailer (instead of dumpster) on street to be driven to a trash chute from unit at two established times/ day for debris removal
  - Request permission for a window of time to remove appliances through elevator across the week
  - Porta potty Sanitation on street curb to be locked each night
  - Mechanical contractor will guide direction across the week as demo reveals ductwork for removal or remain; similar with other trades.
  - We are considering selling unit 301's existing air conditioner unit located along the west exterior side of the building, to be replaced with a Ductless Mini Split System within our unit. Current AC unit is in good operating condition at time of inspection, made in 2019- 4 years new of a protected 15-20 year life expectancy.

**PROPOSED DEMO PROCESS**



# BURKE RESIDENCE

## unit301



### Vertical Penetrations

Existing locations for drain, sink, toilet, etc...  
May or may not be fully demo-ed



### Perimeter Curtain Wall Glazing

All windows and doors will be replaced  
Highlighted areas indicate interest in  
expanded openings



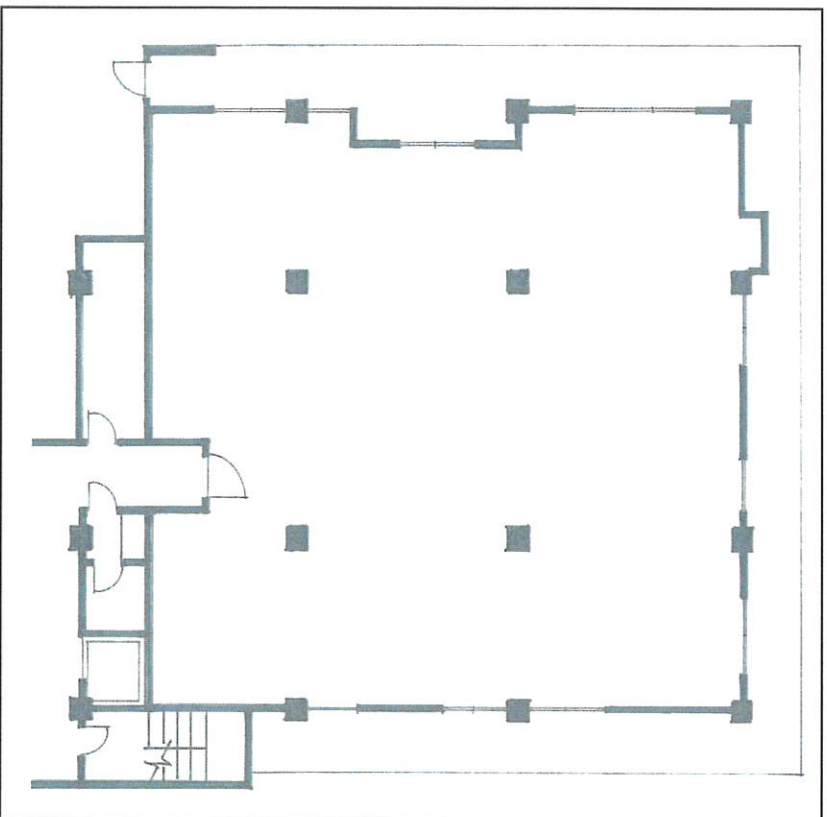
### Modify demising wall conditions

Move main entry door south per #401  
Open access into hallway storage from #301

## SCHEMATIC DEMO PLAN

# BURKE RESIDENCE

unit301



## BASE PLAN DRAWING

This floorpan shows the structural layout of column grid, existing perimeter walls, windows and doors, and core functions of elevator lobby, mechanical room, garbage/ storage and more.

We project that the Base Plan will be our existing condition following Demo from which we will develop our new home's design.

UNIT #301 BASE PLAN



# BURKE RESIDENCE

unit301

## ENTRY DOOR LOCATION

Request to demo and install new door location, just north of fire extinguisher housing, per unit 401 and others.



unit301



unit401

## FOR HOA

- Security deposit amount and timeline
- HOA presentations / inspections schedule
- Concrete slab scans - interior wall install
- Balcony electrical outlets and rail detail
- Other areas for involvement

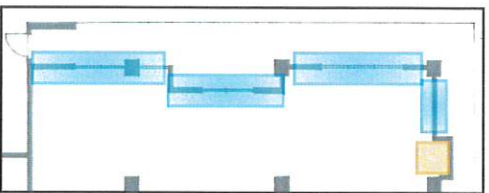


Q.&.A

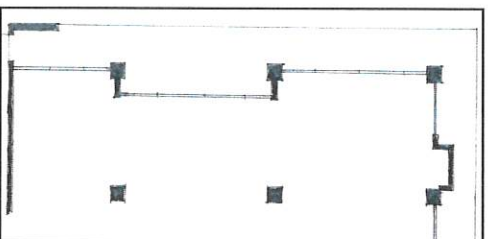
# BURKE RESIDENCE

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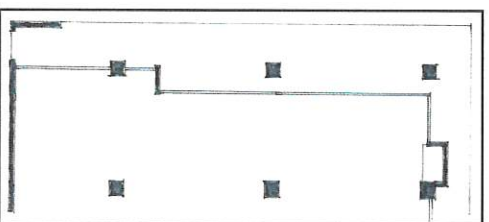
## FLOORPLAN STUDIES



existing



more glass

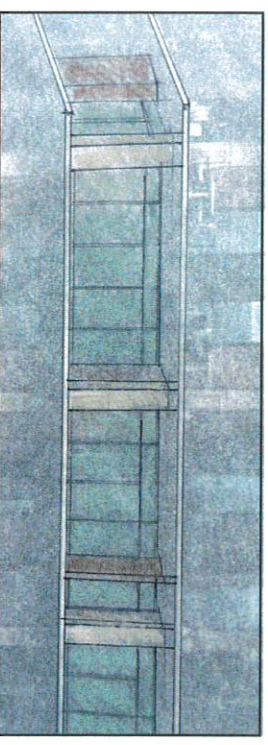


more balcony

## FOR CONSIDERATION

May we continue exploring options to modify proportions of glass and wall along west / north side curtain walls?

## ELEVATION STUDIES



## STUDY OF WEST SIDE PERIMETER GLASS/ DOORS



# unit 301

SCHEMATIC TIMELINE - TO BE DEVELOPED WITH GC																																																																								
MONTHS	July						August						September						October						November						December						January						February						March						April						May						June					
MONDAYS	10	17	24	31			7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24																			
CYCLE																																																																								
GENERAL SCHEDULE GUIDELINES	HOA Presentation 1																																																																							
	Award Contractor- Demo																																																																							
	2-Weeks for Demo																																																																							
	Design Dev't Drawings Completion for Bid																																																																							
	Perimeter Glazing Install																																																																							
PRIORITY																																																																								
PHASES	Program - Team - Demo												Design Dev't - Bid - Perimeter Glazing												Value Eng												Construction Process												Furniture - Fixtures - Equip																							
OTHER																																																																								

# BURKE RESIDENCE

unit301



We look forward to moving forward with you all ~ the Burkes

## FYI ...

As we develop the design for our new home, we look forward to integrating ideas that:

Maximize natural light

Maximize views

Maximize efficiency and

Minimize clutter

Contemporary aesthetic

Smart and healthy environment

## VISION BOARDS