

**OSPREY RESERVE HOA
ROOFING MEETING
MNUTES
JUNE 10, 2024
10:00 AM MTN**

1. Call to order
 - a. The meeting was called to order at 10:02
2. Roll call
 - a. Meeting attendees included:
 - i. Ben Coopersmith, President
 - ii. David Henderson, Vice President
 - iii. Ed Ozark, Secretary/Treasurer
 - iv. Jim Buckley, Roofing Committee
 - v. Tim Costello, Roofing Committee
 - vi. Doug Kuck, Roofing Committee
 - vii. Kevin Lovett, SRG
 - viii. Steve Wahl, SRG
 - ix. Armani Zangari, SRG
3. Background
 - a. The Board of Directors had previously determined that a roof inspection of all nine buildings was necessary. Turner Morris Roofing presented a proposal to do a detailed roof inspection with a request to follow the inspections up with a formal Request for Proposal. The RFP could then be used to procure comparable bids from qualified roofing contractors.
 - b. A detailed roof inspection report was completed by Turner Morris. The report stated that all 9 roofs were in fair to poor condition. The inspection report stated that low slope roof sections did not have property transition details. Some of these areas had been repaired while others showed signs of age and wear. The report said that the need for shingle replacement is apparent. The report suggested that all buildings be budgeted for reroofing within the next two years.
 - c. The report also suggested preventive maintenance to all nine buildings including caulk maintenance on all pipe boots, chimney pipes, metal flashings and exposed nail heads. The report also recommends clearing debris from gutters downspouts and roof areas. A price of \$6,815 was suggested for this work on all nine buildings.
 - d. In addition to the roof inspection and maintenance recommendation, Turner Morris created a detailed Request for Proposal for the project. The RFP set a standard for basic roof replacement plus included options for 1. Replace existing gutters, downspouts and heat tape, 2. Install pre-finished metal chimney caps, 3. Install standing seam metal roofing system in low slope roof sections and 4. Install pre-finished metal side wall detail. Summit Resort Group sent the RFP out for competitive bids to Turner Morris, DCPS and Leo's Roofing. Proposals were received from all three roofing contractors.
 - i. **Turner Morris** – the bid for the basic roof was **\$598,968** with the gutters, downspouts and heat tape at \$64,989, the chimney cap estimate at \$36,958, the standing seam option priced at \$99,613 and the pre-finished metal side wall detail priced at \$48,158. The price for the basic roof and four options is **\$848,686**. Turner Morris also offered a heated eave system in lieu of serpentine heat tap priced at \$56,932.
 - ii. **DCPS** –The basic roof bid was **\$521,289** with the gutters, downspouts and heat tape at \$57,375, the chimney cap estimate at \$11,739, the standing seam at \$49,818 and the pre-finished metal side wall detail

priced at \$30,579. The price for the basic roof and four options is **\$670,800.**

- iii. **Leo's Roofing** - The basic roof bid was **\$429,300** with the gutters, downspouts and heat tape at \$73,224, the chimney cap estimates at \$7,155, the standing seam at \$47,700 and the pre-finished metal side wall detail included in the base price. The price for the basic roof and four options is **\$557,379.**

4. Contractor Presentations

- a. **Turner Morris** – Tom Clark committed to providing strong onsite supervision with a dedicated supervisor on site. TM is a Colorado-based company. They specialize in commercial projects. They own a metal shop in Silverthorne and can quickly deliver any custom metal parts. Tom was asked why his pricing is higher than the competition. Tom stated that they provide strong project management, follow OSHA rules and provide better site safety. Tom stressed the importance of the proper underlayment in this Alpine climate. They use only Grace ice and water shield. Six nails per single are specified to help with high winds. Tom would expect a roof of this quality to have a 15–20-year life in this climate. He stated that should the HOA choose the standing seam metal option; the metal roof would outlive the asphalt roof and could be utilized with the next roof replacement. The base proposal would include step flashing extending 4" above the roofline behind the wall siding. The optional pre-finished metal side wall detail would include cutting the existing siding up about 12" and utilizing a seamless flashing material to extend 14" up the wall and behind the siding. Tom would prioritize the four options at 1. Standing seam roof on low sloping area 2. Extended wall detail 3. Gutters, downspouts and heat tape and 4. Chimney caps. Tom stated that there were some glaring deficiencies that he noticed on the original roof installation. Turner Morris would modify the chimney crickets to direct water in whatever direction they see best for each application. Tom is happy to prepare mockups of the suggested materials for the Board and roofing committee to inspect. Turner Morris only uses double locking standing seam metal roofs in this climate. Turner Morris is primarily booked for the summer. Tom recommended starting the project spring 2025.
- b. **DCPS** – DCPS is a privately held company. They have a bricks and mortar operation in Eagle County to serve this market. They work exclusively with GAF products. They use ABC anodized metal products. They provide online project statuses as the project progresses. All of their flashing is 24-gauge metal. They use only Grace ice & water shield. They install double lock 24 gauge standing seam metal roofs with Sherwin Williams guaranteed paint finish. They prefer an open valley metal valley. Of the four optional items, they would prioritize #1 standing seam metal roof #2 metal side wall #3 gutters, downspouts & heat tape and #4 chimney caps. Gutters, downspouts, heat tape and chimney caps could always be added later if desired. For their metal sidewall option, they would remove 12" of siding above the roof and install seamless flashing up 15" from the roof and extend under the bottom of the siding. They can provide details on this installation. If an agreement is signed in the next two weeks, they could start the project in August. With a letter of intent, they could lock in the price of materials for a later start date. They would be willing to do a multi-year project.
- c. **Leo's Roofing** – Leo's Roofing has done extensive roof repairs for Osprey Reserve in the past and is very familiar with the roof details at the property. The base roofing estimate would include removing all of the siding above the roof section begin replaced. He would put down the seamless flashing at the roof/wall intersection then run Ice & water shield over the metal and run it all the way up the wall. He would then put step flashing over the ice & water shield at the roof/wall intersection. They use Grace ice and water shield. They would use a high heat version of Grace ice and water shield under a standing seam roof

section. Leo prefers to use Owens Corning Trudefinition shingles. He believes that this product has better granular material and holds the granules better than GAF products. Leo suggested that he could complete each building in about two weeks. This is slower than the other contractors. Leo could complete the project in 2024. Leo has his own dump trailers for tear off. Prioritization of the four roofing options is #1 standing seam roof #2 gutters, downspouts and heat tape. He would be willing to work with the existing gutters and heat tape. The metal sidewall would be installed 2' high. Leo would remove siding to install the metal sidewall. This is part of this base roofing estimate. Leo uses 24" wide metal valleys with 6" installed under the shingles on either side of the valley. Leo recommends heat tape on the low-pitched metal roof sections. If no heat tape is used the snow will accumulate on the low-pitched metal roof. Leo can provide illustrations of his heat tape proposal. Life expectancy of this work would be 15-20 years.

5. Board/Roof Committee Discussion

- a. A request was made to have Leo's Roofing modify his proposal to use GAF product for an apples-to-apples comparison
- b. It was discussed that a 24" sidewall installation is included in Leo's base proposal
- c. Turner Morris and DCPS proposed cutting siding in order to do their sidewall installation. Leo is proposing removing more siding and replacing it.
- d. Leo's proposal could include a lot of siding replacement. This is how he has done large repairs at Osprey Reserve in the past.
- e. Tim suggested that it is imperative to cut the siding in order to install the sidewall extensions. He said that this would primarily involve the wall by the bedrooms. This process could be reviewed with roofers prior to work to ensure a better understanding by the roofing committee.
- f. Thanks was given to the roofing committee for their participation and input.
- g. The roofing committee will be assisting with modifications to the current proposals
- h. Findings and roof replacement planning information will be provided to the owners and the annual meeting being held on 7/13/24.
- i. The Board has concerns about the current condition of the roofs per the inspection report that was developed. The roof inspection report suggests \$6,815 in roof maintenance for all nine buildings if reroofing is not started this summer. Ben Coopersmith suggests building this in to the immediate budget.
- j. This project be done all in one year or should it be done over two years? A suggestion was for work to be done sooner rather than later.
- k. Board members have received comments from some owners that they could better manage their money on their own and would prefer to have a higher special assessment later as needed for roofing or siding projects. The HOA adopted a hybrid position and pre-funding a substantial amount of the roofing but left open the probability of a higher special assessment at the time re-roofing/siding is needed. Jim Buckley has prepared a financial assessment showing a two-year project special assessment ranging from \$4,500 per home to \$12,000 per home depending on bids. This factors in the existing roof/siding reserve balance. Dave Henderson suggested that Leo's Roofing bid with options would be a \$9,000 special assessment per owner. The current budget includes a \$3,000 per home special assessment which is going to the roofing reserve balance.
- l. The group questions whether heat tape is necessary.
- m. There is a request for a roofing committee meeting to be held in the next two weeks for further discussion. Ben Coopersmith will represent the Board of Directors at this meeting.

- n. A motion was made by Ben Coopersmith to establish a roofing committee consisting of Jim Buckley, Tim Costello, Dean Thomsen and Doug Kuck. The motion was seconded by Ed Ozark and approved unanimously.
- o. A motion to adjourn was made by Ben Coopersmith, the motion was seconded by Dave Henderson and the motion carried unanimously.
- p. A request was made to have trees that are close to homes limbed or possibly removed to avoid future damage to the structures.

6. Adjournment

- a. The meeting adjourned at 1:20