**Valley Pines HOA Annual Meeting 2022**

**Property Manager’s Report**

**Completed Projects**

1. Removed dead trees and planted new trees. – Belinski Tree Care
2. Crack fill, sealcoat, restripe parking lot- Kauffman Sealcoating.
3. Installed new concrete drain between TAC Fitness and Valley Pines.- Walter and Company Concrete.
4. Repaired and replaced sprinkler heads in front yard Northwest of clubhouse.
5. Repaired and painted brick mould trim West 4 unit buildings.
6. Assembled and installed additional bike rack on West side of clubhouse.
7. Bicycle audit and donation.
8. Secured and programmed new gym keys for owners.
9. Pressure washed discolored stucco. Painted faded areas.

**Current Projects**

1. Move snow piles. Parking lot clean-up.
2. Vehicle audit, pet audit and update HOA contact list/ records.
3. Fire sprinkler inspection- 1/23/22
4. Touch up interior clubhouse stairwells and walls. Routine maintenance.
5. Review rules and regulations with HOA board.

**Future Projects**

1. Repair stair landings- back 8 units of clubhouse.
2. Routine tree maintenance.
3. Install gutters and heat tapes on garages.
4. Protect garage wooden vertical posts.
5. Replace bad heat tapes on clubhouse.
6. Sprinkler head maintenance and repairs.
7. Dryer vent cleaning.
8. Remove faded, illegible signs.
9. Bicycle audit and donation.

**Future Projects**