

Record of Email Discussion 5/28/25: Stucco Repair Following Roof Replacement – 563 EGH

HOA Meeting Minutes

Date Range Covered: May 28 – July 19, 2025

Background:

These minutes originate from the Board Meeting Minutes dated May 9, 2025, where the need for stucco repair at 563 EGH was first discussed. During the roof replacement project, the roofing contractor had to cut away old stucco to install new flashing. This unexpected work created the need for follow-up stucco repair not included in the original project scope.

Timeline of Events & Board Actions:

- **5/28/25 – 2:00 PM:** HOA Services informed the Board that the roof replacement at 563 EGH was complete. A member of the HOA Services team conducted a walk-through with the contractor that morning, confirming completion. All final inspections were finished, rotted sheathing had been replaced, and the site was cleaned. HOA Services began soliciting bids for the required stucco work and noted the Board might need to consider a special assessment to cover unexpected roofing repair costs and associated overages.
- **6/5/25 – 3:37 PM:** HOA Services reported the first stucco repair bid had been received from The Patch Master in the amount of \$11,660.
- **6/7/25 – 1:50 PM:** BoD Member 1 informed the Board that they were also reaching out to additional contractors for competitive bids.
- **6/9/25 – 1:40 PM:** BoD Member 1 shared that they had a meeting with another stucco contractor but were unsure if the company would be competitive with The Patch Master's original bid. They suggested the possibility of removing more stucco and replacing it with siding as a potential cost-saving strategy.

- **6/9/25 – 1:52 PM:** HOA Services responded that replacing stucco with siding would likely not yield cost savings and could in fact be more expensive.
- **6/16/25 – 11:28 AM:** HOA Services reported receipt of a new bid from Espinoza's for \$2,800.
- **6/16/25 – 1:30 PM:** BoD Member 2 raised concerns about the significant price difference and requested:
 - Clarification on the scope of the bid
 - Confirmation of material quality and proper installation
 - Details about warranty coverage
 - Whether HOA Services had worked with or knew of Espinoza's prior experience
- **6/16/25 – 2:38 PM:** HOA Services responded that Espinoza's was referred by a contractor they had used in the past and had come highly recommended.
- **6/16/25 – 2:51 PM:** HOA Services verified that:
 - Espinoza's included a 1-year warranty
 - Their bid covered all areas at 563 EGH that required stucco repair due to the roof replacement, and included the same quality and type of materials as specified in the original scope.
- **6/16/25 – 3:37 PM:** BoD Member 2 voted to proceed with Espinoza's, based on the clarified scope and warranty.
- **6/18/25 – 11:08 AM:** BoD Member 3 also voted to move forward with Espinoza's.
- **6/18/25 – 11:19 AM:** HOA Services confirmed that, with a simple majority, they would proceed with scheduling Espinoza's for the work.
- **6/20/25 - 12:24 PM:** BoD Member 1 submitted a late bid from JH Stucco for \$9,698 and requested to meet on-site with Espinoza's to review and confirm the full scope of the work.

- **6/20/25 – 2:06 PM:** HOA Services confirmed they would arrange the on-site walkthrough.
 - **6/23/25 – 9:07 AM:** BoD Member 1 completed the walkthrough and recommended proceeding with Espinoza's, noting this project could serve as a test case to evaluate the contractor's work for future stucco repair needs within the HOA.
 - **6/23/25 – 12:58 PM:** BoD Member 2 reaffirmed their vote to proceed with Espinoza's, agreeing that this repair could help assess the contractor's craftsmanship and future suitability.
 - **6/26/25 – 3:21 PM:** HOA Services reported that Espinoza's confirmed stucco repair would begin on Monday, June 30, 2025.
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Work Completion & Follow-Up:

- **6/30/25:** Stucco repair began at 563 EGH.
- **7/16/25:** BoD Member 1 requested that HOA Services contact the contractor to determine when they would return to complete the remaining work.
- **7/17/25 – 9:07 AM:** HOA Services responded that the contractor had experienced a last-minute emergency requiring them to leave town, but they would return on 7/19/25 to finish the job.
- **7/19/25:** Stucco repair was completed.

Project Cost:

The stucco repair performed by **Espinoza's Stucco** was completed at a total cost of **\$2,800**