

**LAKE FOREST CONDOMINIUMS
BOARD OF DIRECTORS MEETING
February 15, 2022**

I. CALL TO ORDER

The Lake Forest Board of Directors Meeting was called to order at 5:32 p.m. via zoom.

Board Members Participating Were:

Skip Hale, President, 101C

Patti Tofe, Treasurer, 302B

Ron Crist, 104C

Dennis Murphy, 203C

Douglas Weigand, Secretary, 201B

Owners Participating Were:

Anne Marie Heneghan, 201B

Hub Helm, 302A

Jay Wurts, 305F

Eileen Kirrane, 101D

Ben Duhl, 201E

Steve and Maddie Mishkind, D104

Steve Gross, 204B

Cindy Lowe, 202E

Representing Summit Resort Group was Kevin Lovett and representing Summit Property Maintenance was Keith McBrearty.

II. MEETING NOTICE

It was confirmed that the meeting was properly noticed.

III. MEETING MINUTES REVIEW/APPROVAL

Dennis moved to approve the December 7, 2021, Budget Ratification Meeting Minutes and the December 7, 2021 Board Meeting minutes as presented. Patti seconded and the motion carried.

IV. ADOPTION OF PROPOSED AGENDA

The agenda was adopted with the addition of discussion of the recent D Building frozen pipe and insurance claim.

V. ACTIONS VIA EMAIL

Pete moved to approve the following actions via email:

12-1-21 WSFP fire sprinkler system repairs, approved

Dennis seconds and the motion passed.

VI. OLD BUSINESS

A. President's Report

President Skip spoke to the recent D Building pipe freeze and leak noting that the Maintenance Committee would report further and thanked the Owners for their cooperation.

B. Committee Reports

Maintenance Committee; Dennis Murphy led the Maintenance Committee report.

D Building Water loss; A frozen pipe burst in D Building caused damage to units D 302, D 202, and D 102 during a recent record cold spell. This is a similar situation to the D 304, 204, 104 pipe freeze incident experienced a year ago. An insurance claim has been filed. Keith was thanked for his prompt response to the flood. It was noted that the temperature monitoring system is functioning properly but was not designed to monitor attic temperature. Excellent Construction has submitted a proposal to the maintenance committee to inspect the attics of all of the buildings to determine options to prevent future attic pipe freeze ups at a cost of \$2000; upon discussion, the maintenance committee was authorized to proceed with this expenditure.

Windows; It was noted that Pella Windows will return to the complex this Spring to complete outstanding window warranty replacement.

Fire Sprinkler Control Panels; Summit Property Maintenance was given approval to contact Allied Security and schedule the replacement of 2 fire alarm system control panels.

Radon; Unit D 104 presented request to install a radon mitigation system to serve unit D 104. The proposal includes installation of the fan within the unit (behind the fireplace) with piping run on the outside of the building. The Owners of unit D 104 volunteered to pay for the system. It was noted that the Radon level is unknown as recent testing has not been completed. After careful consideration the Maintenance Committee cannot allow an individual Owner to make modifications to the building and common elements. The Maintenance Committee has received a proposal from a radon company to inspect all units at Lake Forest with the goal that if truly a need, then the Board would review options for mitigation. The goal is to address as needed and limit the number of pipe runs on the building exteriors. Dennis moved to deny the request at this time and move forward with testing throughout the complex at an expense of approximately \$2,000 and then address as appropriate; Ron seconds and the motion passed 5 to 1. It was noted that the approved testing amount of \$2,000 is within the standing Maintenance Committee authorization to spend up to \$3,000 on immediate and necessary repairs.

Finance Committee; Patti Tofe presented the Finance Committee report.

December 31, 2021, fiscal year end; 2021 fiscal year end reports an operating account NOI of approximately \$27,000 and a reserve account NOI of approximately \$30,000 which has bolstered bank account balances.

Future expenses; It was noted that expenses are increasing and a mid-year special assessment to cover increasing costs may be necessary; the Finance Committee will continue to monitor.

Rules Committee; Patti Tofe presented the Rules Committee report.

Pet Policy; The draft Pet Policy was reviewed. Board members provided the following comments:

- The major problem is renters having pets.
- The majority of Board members supported Owner requirement to register their pets but did not support a registration fee.
- There was interest in increasing the fine to Owners for pet violations to include fining Owners for their renters having pets.
- Board members supported instituting a fine schedule in amounts of “2 x’s” the cost to board the animal.
- SRG noted that the Covenant and Rule Enforcement Policy states the fine schedule and that the Board can revise the Covenant and Rule Enforcement Policy and fine schedule to allow for increased fines, the Board will just need to follow the amendment policy to include notice to Owners and allowance for Owners to make comment.
- A Board member recommended having an attorney review.
- A Board member supported allowing Owners when occupying their unit to allow Owner guests to have 1 pet.
- Board members felt that dogs under voice command should not be required to be on leash.

Upon discussion the policy will be updated based on Board feedback and sent to Owners prior to the 2022 Annual Owner Meeting and Owners will be asked to comment and vote on the Policy at the 2022 Annual Owner Meeting.

VII. OWNER FORUM

Owners were offered the opportunity for comment. The following comments were stated:

- An Owner noted that the Owners list on the website needed to be updated; SRG stated that they would check and update the Owner list on the website.
- An Owner commented on the Lake Hill Development which spurred discussion of the proposed neighboring development. Concerns were raised with regard to increased traffic, increased traffic noise as well as lack of safe access to the bike path. Bob Seibert will be asked to provide update to the Board at the next Board meeting. The installation of buffer trees was also discussed; this will be monitored and addressed as needed. Owners are encouraged to be involved.
- An Owner noted that support dogs are an issue and recommended that the pet policy require Owners that are renting to someone who has a service animal to report the animal to the Board prior to the rental.

VIII. NEW BUSINESS

The following New Business item was discussed:

A. Insurance Renewal; The HOA insurance policy is scheduled for renewal this coming March 2022. The Board reviewed multiple proposals. It was noted that the premium has increased due to market conditions as well as the large water loss last year. Upon review, Patti moved to accept the renewal proposal option that includes the same coverages as the past year with the “one time” \$10k deductible with a \$41,499 premium; Dennis seconds and the motion passed. The Maintenance Committee will investigate the risk mitigation letter recently received from the insurance company.

B. Summit Resort Group Property Management Fee Proposed Increase; The management agreement with SRG is month to month. Due to expense increased and overall tightening of the job market, SRG proposed a management fee increase of 10%. Upon discussion the Board approved the increase effective March 1, 2022.

C. 2022 Annual Owner Meeting; The Board agreed to the hold the Lake Forest Annual Owner Meeting on Saturday June 25th beginning at 1:30 pm at the Senior Center.

IX. NEXT BOARD MEETING DATE

The next Board Meeting will be held on Tuesday April 26, 2022, at 5:30 pm via zoom.

X. ADJOURNMENT

At 7:11 p.m. the meeting adjourned.

Approved: _____4-2-22_____