

**LAKE FOREST CONDOMINIUMS
BOARD OF DIRECTORS MEETING
August 23, 2022**

I. CALL TO ORDER

The Lake Forest Board of Directors Meeting was called to order at 11:01 a.m. via zoom.

Board Members Participating Were:

Skip Hale, President, 101C

Patti Tofe, Treasurer, 302B

Pete Shaub, 101A

Keith Willy, 203F/ 302E

Sally Delong, Vice President, 103B

Douglas Weigand, Secretary, 201B

Ron Crist, 104C

Owners Participating Were:

Thane and Leanne DuPuey, 301E

Hub Helm, 302A

Doug Smith, 104B

Marty Tarabocchia, B301

Steve Gross, B204

Rick Smith, E306

Bob Seibert, F303

Johanna and Dave Remster, B202

Eileen Kirrane, D101

Representing Summit Resort Group was Kevin Lovett and representing Bells and Whistles Property Management LLC was Anastasia Bell.

II. MEETING NOTICE

It was confirmed that the meeting was properly noticed.

III. OWNERS FORUM

Owners were given the opportunity to speak.

An Owner questioned the Governance Policy updates and noted that they would prefer to spend funds on building maintenance rather than legal. The owner noted that the policy updates were harsh and not necessary.

-It was noted that recent Colorado Legislative bills that have passed (particularly HB 1137) required updates to the already existing Lake Forest policies. It was further noted that the policy updates are actually much more lenient to Owners than the existing policies.

An Owner noted that they wanted consistency across the buildings to include consistent painting of stairs, doorknobs and unit numbers.

An Owner suggested that the Board set a standing schedule of Board meetings at a consistent time.

An Owner commented on the Architectural Improvement and Remodeling Request form and suggested the working be changed from "licensed" to "qualified".

An Owner requested clarification on Skylight responsibility between the Owner and the HOA.

-It was noted that per the Declarations, "The Association shall maintain the exterior surfaces of all Units, balconies and garages, including the roofs, but excluding all glass." This results in Owners being responsible for Skylight "Replacement". Additionally, the Insurance and Maintenance Document states that the HOA is responsible for Skylight "Maintenance". In summary, individual Owners are responsible for Skylight Replacement and the HOA is responsible for Skylight "Maintenance".

An Owner stated that the paint on the D building stairs is worn.

-It was noted that repainting of the stairs is underway.

An Owner commented on the updated Collection Policy (as required by the recently passed HB 1137). The Owner noted that the policy states that monthly dues payments are due on the 1st of each month and considered "late" thereafter; however, the ACH auto dues payment pull does not occur until the 15th of the month.

-It was noted that penalties (late fees/ interest) do not occur until 30 days after the due date of the first, so no penalties will be assessed with the ACH pull on the 15th.

An Owner commented on the Architectural and Remodeling policy and finds that it is restrictive for "DIY's" (do it yourself),

-It was noted that the Board would like to be aware of all work occurring on site and asks that all Owners submit the form to the Board. This will help make the Board and Management aware of projects and help to protect neighboring units (there has been instances where an unqualified person was doing work, plumbing, and caused leak into neighboring units).

IV. MEETING MINUTES REVIEW/APPROVAL

It was noted that minutes from the April 26, 2022, Board meeting were approved via email.

V. ADOPTION OF PROPOSED AGENDA

Pete moved to adopt the proposed agenda; Doug seconds and the motion passed.

VI. ACTIONS VIA EMAIL

Pete moved to approve the following actions via email:

- 5-1-22; Approve 4-26-22 Board Meeting Minutes; approved
- 5-31-22; Hot tub area touch up painting; approved
- 6-6-22; Special assessment; approved
- 6-8-22; E 204 Emotional support animal; approved
- 6-16-22; Eagle Painting hot tub area painting project; approved
- 6-16-22 B 304/ 204/ 104 Belfor contractor selection; approved
- 6-21-22 Unit B 202 remodel request; approved
- 6-29-22 Board officer appointments; approved
- 7-8-22 Unit 104B Kitchen Sprinkler design; not approved
- 8-2-22 Responsible Governance Policy updates; approved
- 8-8-22 Skylight standards; approved
- 8-12-22 Architectural improvement policy and product updates; approved
- 8-16-22 Stair and landing painting project; approved

An Owner asked what process is for approving Architectural Requests and who receives them; It was noted that the Maintenance Committee initially reviews the requests and then send recommendation on to the Board for final review/ approval. The request is also run by the site manger Anastasia Bell.

Sally seconds and the motion passed.

VII. OLD BUSINESS

A. *President's Report*

President Skip reported on the following:

Attic Tenting and Insulating; Skip noted that the Insurance Company sent requirement to replace all of the fire sprinkler system “poz-loc” piping by September 2022 which was an impossible and unnecessary request as the loss occurred was due to pipe freeze up. The HOA responded with corrective plan to insulate and tent the attic spaces to prevent freeze up. Excellent Construction has provided proposal of between \$180,000 to \$190,000 to insulate and tent all attic spaces. Upon review Pete moved to accept the proposal; Patti seconds. Discussion ensued to include funding options. Funding options include using funds from the 1st Bank account (which were ear marked for the future asphalt project) or to do a special assessment. If 1st Bank funds are to be used, an increase to dues to replenish those funds could be imposed. Upon discussion, the motion passed.

B 304/204/104 Fire Sprinkler replacement project; Skip noted that work is underway and Western States Fire Protection anticipates completing the piping portion of the project and Summit County Fire Marshall approval by the end of next week. Belfor should then be able to begin their portion of the project.

B. *Committee Reports*

Maintenance Committee; The following Maintenance Committee report items were discussed:

Snow Removal; Snow removal scope was discussed. It was noted that for snowfalls between 1 and 3 inches, entry ways will be shoveled 6 foot wide from entry way to driveway. For snowfalls in excess of 3 inches, in addition to the shoveling drives will be plowed. A communication will be sent to Owners recommending that each unit have a shovel and that residents pitch in and shovel as needed and all occupants should wear snow cleats.

Finance Committee; Patti Tofe presented the Finance Committee report.

-June close financials; June close financials were included in the packet. It was noted that some funds currently in the operating account are “insurance claim” dollars which is not an accurate reflection of the current operating balance. The adjusted “actual” operating account balance is \$61,218.93. Additionally, the

adjusted Net Income for June 2022 only is \$ -2,002.47 and the adjusted Net Income for 2022 Jan - Jun is \$6,131.06.

-Insurance claims; It was noted that there are 4 current insurance claims at Lake Forest:

D 304/204/ 104; Owners have been asked to submit final invoices. This claim should be able to be closed out this year.

D 302/ 202/ 102; This claim continues and will likely not be able to be closed out this year.

D 302; this claim is closed out.

B 304/204/ 104; This claim continues, and this claim should be closed out by year end.

-Budget 2023; Budget preparation for 2023 is underway to include update to the Reserve plan.

Patti requested the required reserves be reduced by \$27,801 for a completed project and 3 projects set to low priority. Pete moved to reduce the reserves by \$27,801. Keith seconded. Further discussion ensued. After discussion the vote was taken, and the motion was approved.

Rules Committee; There were no items to report from the Rules Committee.

Communication Committee; There were no items to report from the Communication Committee.

VIII. OWNER FORUM

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

An Owner asked how the other buildings with Poz loc fire sprinkler piping would be addressed and when.

-It was noted that Doug Weigand is the chair of the Poz-loc future planning committee. Project specifics and timing remain unknown at this time as the project is still under investigation and planning.

An Owner requested that a document defining responsibility for skylights be created.

-It was noted that (as stated above) individual Owners are responsible for Skylight Replacement and the HOA is responsible for Skylight "Maintenance".

An Owner stated that if the Insurance company "accepted" the response and the plan to approve attic tenting and insulating and dropped the requirement for Poz -loc replacement that the Poz-loc replacement should not be pursued.

-It was noted that while the response was submitted to the insurance company noting that the poz loc issue at the B building was a freeze up issue and that attic tenting and insulating was the planned solution, no response has been received so we cannot assume that the insurance company has removed their initial demand. Additionally, it was noted that Poz-loc piping is known for its thin walled pipes and is susceptible to future leaks.

An Owner stated that he has had poor track record with Excellent Construction and clean up and he would appreciate the HOA following up after attic work is completed to ensure proper clean up.

-It was noted that the project includes a \$400 expense per unit for cleaning.

An Owner stated that there were holes drilled in the ceiling of the mechanical room of his unit to allow for scoping of the attic and that he would appreciate having the holes repaired.

The Board noted that during the attic tenting and insulating project, the water heater in the unit mechanical room will need to be removed and reinstalled. Many of the water heaters are original and since the water heater will need to be removed, it is a good time to have it replaced. The HOA is considering offering installation of a new water heater to those unit Owners affected. The unit Owner would be responsible for the cost of the actual new water heater, delivery and disposal of the old water heater. The Board will solidify the plan and if the decision is made to move forward, communicate to Owners.

An Owner asked if he could purchase his own water heater and have the HOA install it with the above program. It was noted that if so, it would need to be a model that corresponds with the current piping configuration. It was also noted that there will be no approvals for additional exterior venting needs.

An Owner suggested that the above project also include replacement of all unit water shut off valves.

An Owner requested that the Board provide a schedule of completion for the B 304/ 204/104 project so that he can coordinate getting back into the unit. He also requested information on how he can coordinate paint brands and colors.

-It was noted that Belfor's scope is to return the unit to like color as prior to the loss. The Owner was asked to send the paint and color info to the Board.

An Owner questioned allowing Owners affected by the attic tenting and insulating project to take advantage of the work being done in the unit with possible water heater replacement and questioned why the Owners in the B 304/204/104 stack were not afforded the opportunity to make unit improvements during the reconstruction.

-It was noted that the B 304/204/104 repair project is an insurance claim, and the repair work is "like for like" repair as directed by the insurance company versus the attic insulating and tenting project is not an insurance driven project.

IX. NEW BUSINESS

The following New Business items were discussed:

Association Governance Policy Amendments; The updated Collection, Rule Enforcement and Conduct of Meetings Policies were presented (as well as emailed to all Owners prior to the meeting). Recently passed HB 1137 required the updates to the policies. Owner comments continue to be welcomed and the Board will consider for vote for approval August 29, 2022.

X. NEXT BOARD MEETING DATE

The next Board Meeting will be held on October 11, 2022, at 4:00 pm via zoom. Agenda topics will include the 2023 Budget and Attic tenting and insulating project update.

XI. ADJOURNMENT

At 12:41 p.m. the meeting adjourned.

Approved: _____9-21-22 via email_____