

Lake Forest HOA--Siding Renovation Project

## Construction Committee Meeting

December 10, 2019, Thursday 6:00-7:30pm

**Location:** Conference Call only

**Members:** Dennis Murphy, Kathy Chinoy, Hub Helm, Bob Seibert, David Ehrenberger (Chair); Ron Drake (Owner's Representative)

**Owners present:** Patti Tofe

**Attachments:** Minutes 11.12.19; Owners Update 12.2.19; Invoices Approved/Paid: Drake 11.10.19

### MINUTES:

1. Minutes 11.12.19: APPROVED
2. Owners Representative Report (Ron Drake, Ed Storako, D Ehrenberger, D Murphy): see Owners Update email 12.2.19
  - a. Construction status/Ed's report to the CC: Ed reported that he and his crew have addressed almost everything on the punch lists to date. The following are further details and end-of-project updates:
    1. Scott McGuire and Molly Hoppe (302E) report their master patio door "never was clear coated". They just had a baby and Molly and baby will be in Denver in the coming week so the clear coating can be done then. Some caulking can be done then as well. Wrinkled frame for sliding door: Ed has been working with Pella which has provided guidance re heating/fixing/painting (and some monetary compensation for the 302E unit owners.
    2. Tom Moore (D103): Ed reports blind specs were not correct (and whoever did the measurements used black magic markers on the dry wall)—Ed had added additional trim above the door. Tom expected staining in addition to the clear coat—Dennis and David will address this with Tom.
    3. D103 and C301 replacement screens received but were L-hand not R-hand—Ed working with Lowes/Pella to remedy
    4. Casement windows cracked: stone wainscoting on the lakesides of B, C, and D installed when weather was very cold—to ensure proper curing, stone and mortar were heated within reinforced plastic enclosures but this inadvertently caused cracked sashes/windows—replacements have been ordered and should be ready for installation this month. Ed reports there are no risks re weather/water intrusion in the meantime
    5. Nicks/dings involving the siding project: the plan is to continue with touchup into Spring (more progress then when weather is better). Ed is withholding substantial amounts from Garcia Construction and other subs to ensure work is completed (if necessary, Ed will complete himself at no extra costs to the HOA). Alberto has some remaining painting to do (e.g., foundation painting in dark gray)—but this will need to be done in the Spring.
    6. Stone Masons: 4-5 capstones have to be installed in next few weeks. May have some touchup in the Spring. Mario, the stone mason, is very reliable.
    7. Electrician (Darryl Taylor) is working on 2 chandeliers (E and F) that need repair (outside the siding SOW). All previously installed heat tape has been installed, repaired as needed and working.
    8. Concreter pan heating is working very well. See below.

9. All Vestibule building address numbers have been installed. Ed is waiting our direction re the Unit numbers. Garage numbering done (but for a few numbers that have to be ordered)—these have been installed with adhesive + nails.
  10. End garage in A Building: still needs interior plywood on one wall where siding nails penetrate—this will be done in the next few days.
  11. Deck gas pipe at A302: unused, vertical pipe from original construction to be removed this week.
  12. Owner of D102 reported missing a lawn chair—Ed explained that it was the owner's responsibility to remove furniture. Dennis and David will follow-up with the owner.
  13. Downspout extensions installed across Buildings A-D to direct water away from the buildings--painted brown. Owner of D103 wants gutters to address water running down from roof. This is very problematic in our high alpine environment (water will freeze in the gutters). This problem will need to be addressed by the Maintenance Cte was launched. Ed to consider possible solutions.
  14. Handicap walkways for A and B: NEW gutters applied due to life safety issues.
  15. Unit D301 (Jerry Van Eekhout): Railings nicked from owner's contractor (during interior work on unit). Ed relates owner is very difficult to contact and will give the CC an estimate for repair—this work will then need to be billed to the owner (who can address this expense with his contractor).
- b. Punch List Process (after conclusion of all the major siding work). Ed has developed a detailed line item punch list of remaining issues and is working with each subcontractor to ensure timely completion (withholding enough to ensure completion even the work must be completed in the Spring). Ed relates he is very pleased with the performance of his crews against the SOW timeline and credited the crews' work ethic (working on Saturdays, stone masons worked day and night, no matter the weather) with meeting the winter deadline. Unit owners that identify new and/or remaining punch list items (especially those who have not been to LF this fall/winter) will continue to notify the CC by email. Ed and his subcontractors—and the CC—are committed to addressing and resolving all remaining punch list items related to the work of the Siding Project and its scope.
  - c. Siding Project Clean Up: Lifts are to be picked up ASAP; port-a-potties were picked up today; storage container next to spa to be removed within a week; scaffolding, ladders are all off the property. Dumpster in front of Building F to be removed by next week.
  - d. Multiple Cte members praised Ed's and crew's performance against the SOW: excellent quality, professionalism and efficiency! Ed and Committee members also praised Ron for his work as the Owner's Rep supporting unit owners, Excellent Construction and the Board/Construction Committee.
  - e. Ron Drake: reports visited 5 units with Ed today. Concurs with the discussion/status above. Ron has prepared a detailed report to be included in the Siding Project binder along with invoices, work logs and unit inspections. Ron has submitted his final invoice.
3. SRP Budget, Revenue & Invoice Update (D Murphy, P Tofe, D Ehrenberger):
    - a. Invoices approved for payment—reviewed attached invoice.
    - b. Project status re budget—Kathy reports the budget update will be presented to the Board by Patti.
    - c. Windows: window revenue vs. payment—Patti's report is pending.

- d. Overages due to building defects: these overages were not expected—we had about \$17,000 in contingencies and spent over \$100,00 to repair important defects in our Buildings’ original construction. This overage should be covered within the budget and Patti will present accurate numbers to the Board on the 16th.
  - e. Final punch list review and EC invoice payment plan (D Murphy)—as above
- 4. SRP Issues (D Ehrenberger, D Murphy, R Drake)
  - a. Resolution of spigot supply pipe leak (Unit 103A).
    - 1. Units 103A and 203A repair and update invoicing—completed per Dennis.
    - 2. Unit 101A: Kathy will be talking with Steve Deraddo concerning whether or not we are eligible to submit a claim if Mr. Staub’s insurance company does not adequately cover his expenses.
  - b. Garage Pan heating cable plan and drainage causing some ice build-up “downstream”. Committee recommendations: aggressive shoveling, ice prevention (salt) and removal as needed. For the future, the Board may wish to consider funding a project to install new electrical services and heat cables in front of vestibules etc.
  - c. Access to the north sides of Buildings E&F: Kathy related this should be addressed at the Board (and Maintenance Cte).
  - d. Downspout heat cables: remediation completed
- 5. CC Subcommittee Reports (D Ehrenberger, D Murphy, Ron Drake)
  - a. SRP Punch List—status on finish work and repairs (see Ed’s report above)
    - 1. Unit Final Inspection Progress—R Drake
    - 2. Unit Owner punch List Progress—R Drake and D Murphy
  - b. Signage, Building and Garage Numbering (P Tofe, D Murphy, Ron Drake)
    - 1. Vestibule building and garage numbering—status (above)
    - 2. Unit numbering: new proposal. Kathy reported that the plastic chrome numbers were difficult to read in the sunlight and expressed concerns re durability. Patti found alternative numbers thru Home Depot (“floating bronze” that look like brushed stainless steel) which Kathy relates are more aesthetic, match the vestibule building number material/style and are sturdier. If we select these metal numbers, the cost would be ~\$1700 (though Kathy said Patti is willing to sell the plastic numbers on eBay), if possible. Kathy: we have \$9000 allocated for numbering/signage so this change in the unit numbers will not impact the overall budget. Note: the metal numbers are taller (4” vs. 2.75”) so, on Buildings A-D, there is some concern whether three sets (one set of 4 digits per unit for 3 units) will fit on the vertical fronts of the vestibules. Plan: CC members will use a spacing template and make a final decision on vestibule unit numbering
  - c. Vestibules: Lower chandelier in Building F electrical repair status (R Drake)—see above
  - d. Use of project scraps to re-side City Utility Shack/sewage pump station (lakeside across from Buildings B-D). Dennis reports this work has been completed and looks “beautiful.”
  - e. Project Clean-Up (D Murphy): containers, heavy machinery, left-over materials, etc. See Ed’s report above.
  - f. Cracked casement windows: #7 total, garden level, lakeside Buildings—see Ed’s report.
- 6. Owners Forum: no owners present (beyond CC members)
- 7. Next Meeting: CC members agreed we should have a least one additional CC meeting, perhaps in February 2020, prior to the sunsetting this committee (transitioning into a Maintenance Cte).

--David Ehrenberger