

Lake Forest HOA

# Maintenance Committee Meeting

## MINUTES

April 6, 2021, Tuesday 5:30-7:00pm (Zoom)

**Members:** Patti Tofe, David Ehrenberger (Chair), Bob Seibert, Pete Shaub, Dennis Murphy; Keith McBrearty; Absent: Ron Joy

**Attachments:** Maintenance Cte Minutes 2/9/21; Maintenance Priority Spreadsheet; Site Manager Monthly Report; CAU Risk Management Recommendations; Alpine Tree Services proposal; Neils Lunceford Proposal 2021; SnowShoe Hot Tubs estimate; K Mcbrearty Feb 2021 Invoice

1. Minutes: 2/9/21 reviewed and approved
2. Site Manager Report (Keith)
  - a) Building B Stairwell—possible persistent (tho minor) leaking (after mitigation work last year). Ed Storako will be asked to assess (DM).
  - b) Building D Flood: see below
  - c) Neils Lunceford: Paid last year to winterize irrigation system. Keith has contacted them to ensure they follow thru and turn on (and test) the system in the Spring. Keith advocates that we continue with an irrigation service contract and will follow up on both these topics with Lunceford (and the Cte)
3. Maintenance Prioritization Spreadsheet (David)
  - a) Review Priorities. Springtime projects discussed:
    1. Stone wainscoting: replacement of flaking stone: Edwards Stone has the replacement stones, Mario from Excellent Construction will do the work
    2. Buildings E&F retaining wall measurement: Keith will ensure this is done this Spring
    3. Roof vents/chimneys: Ed will provide an estimate for this repair/replace/paint work on a T&M basis. DM to ask him also to include inspection/repair of the waste pipe vents
    4. Spa deck: Keith to talk with Ed Storako, get estimate for re-staining (and repair if needed)
    5. Tree removal: see below
    6. BBQ Grills: Keith will install the gauges when they reopen. David will contact Kevin for his recommendations re timing during this phase of the pandemic.
4. Property Maintenance Issues—Priority Projects (Dennis and David)
  - a) Building D Flood—D304, D204, D104
    1. All three owners will be using their own contactors (D104 and D304: Excellent Construction). Keith stressed the importance of well-done insulation in the ceiling of D104 (which has irrigation, fire suppression and domestic water lines)—both for sound and thermal insulation. He recommends Division 7 do the work (Ed has apparently talked with them already) and will get an estimate ASAP.
    2. HOA insurance payments specified in owner agreements—HOA is withholding from the General Conditions payments till completion of the work.
    3. Required preventive measures
      1. CAU Risk Management Recommendations (see attached)—response due 5/8/21

1. Reviewed—see below. Committee recommendations:
  1. Mandated “smart” thermostats such as Honeywell in all units
  2. Box insulation of attic pipes
  3. **Bob and David to craft response to CAU/HOA insurance company by 4/30/21**
2. HOA plan: Attic water pipe insulation proposal from Ed using Styrofoam boxes (pending). Temperature alarm system: Bob recommends Honeywell thermostats be required in all units—these thermostats can automatically email multiple people if temp drops too low—Dennis to review specs and craft HOA policy draft; estimated cost for the product and installation ~\$250/unit; required absentee unit inspections not practical (hard to enforce, would require daily inspections), furnace switch guards (not discussed, but good idea).
3. Flow sensor valves: discussed, Keith to investigate. Somewhat problematic since there is only one main supply line for all three units per stack.
- b) Building C Water Damage: C204, C104—status; Work is largely completed. HOA insurance not used (deductible almost as high as the total cost)
- c) Pella Window Defects (Dennis, David)—updated re Pella remediation plan. Making progress with Pella Corporate, should have their response and plan within the next couple of weeks. Some discussion around confirmation that the newly re-installed casements (on the guest BR triple sash windows) are in fact high altitude (Keith has pics of this documentation).
5. Other Maintenance Issues and New Projects:
  - a) Patti recommends an update to our Reserve Study. Dennis will contact Cona for an estimate/proposal.
  - b) HOA Signage update (Bob): all currently requested new signage complete
  - c) Alpine Tree Services—bid to remove dead trees (mainly lakeside of Buildings A-D) and prune trees next to Spa--\$2290, will be sent out for approval by the Board (Patti to arrange thru Kevin)
  - d) Recycling Consultation--High Country Conservation Center—Keith reports new prominent signs will be installed in the garbage/recycling building ASAP.
  - e) Deck Venting of Fireplaces?—recommendation to visually inspect all unit fireplace venting. Keith smartly recommends also inspecting other important failure-mode items as well such as water heaters (age?), supply pipes etc. He will compile a list of inspection priorities per unit and submit to the Committee for comment.
  - f) SnowShoe Hot Tubs—Estimate (attached)—Keith reports this work has been completed with the exception of the sand filter (back ordered).
  - g) Deck snow removal—owner responsibilities defined by Bob in the latest HOA newsletter.
  - h) Noise abatement (I70): Patti gave a brief update—apparently there is no CDOT funding for this now.
6. Landscaping:
  - a) Lunceford Proposal 2021 (attached)—Keith will look into limiting this contract to irrigation services as above.

- b) Decorative Flowers: Dennis has been in contact with Clean and Green. Keith will purchase recommended flowers, mulch etc. and Clean and Green will plant. Pete notes he and other owners will do the same in front of Building A (all volunteer).
  - c) Building A&B sprinklers, lawn and landscaping planned for Spring (see above)
- 7. Owners Forum—no owners present
- 8. Next Meeting—June 15, 2021 5:30-7:00p

--David Ehrenberger