

Lake Forest HOA--Siding Renovation Project

Construction Committee Meeting

November 12, 2019, Thursday 6:00-7:30pm

Location: Conference Call only

Members Present: Dennis Murphy, Patti Tofe, Bob Seibert, David Ehrenberger (Chair). Ron Drake (Owner's Representative) Kathy Chinoy, Hub Helm,

Owners present: Ann Marie Heneghan 201B, Jayne Burke D304, Heather Phillips E206, Keith Willy 203F

Attachments: Minutes 10.15.19; Invoices Approved/Paid: EC 10.16.19; Drake 10.8.19, 10.14.19, 10.28.19; Unit Owner Punchlist

MINUTES:

1. Minutes 10.15.19: Approved as written.
2. Owners Representative Report (Ron Drake, D Ehrenberger, D Murphy):
 - a. Construction Timeline and Status
 1. No Name (the name of the roofing company): installing the vertical seam siding behind the garages—should be finished by the end of the week; also installing the metal for shed roofs over the handicap entrances in Buildings A&B and the metal cap roofs for the Vestibules for Buildings E&F.
 2. Electrical & gas shed roofs are being installed this week.
 3. Concrete patios for Buildings A-D: repair, caulking, staining in progress and should be finished within a week.
 4. LP Diamond Kote siding: Ron reports all LP siding has now been installed.
 5. Stone wainscoting, including the 104D retaining wall: to be finished by the end of the week.
 6. Railings on all buildings finished—except for a couple of gates on the ground units Buildings A-D (delay in hardware/screws)—to be completed by next week.
 7. Gutters and downspouts: completed.
 8. Painting and caulking, and other finish work: making good progress, especially given the good weather forecasted for the next 7 days.
 - b. Materials and supplies (siding, paint, stone, railing, etc.): all useful leftovers will be organized and stored in one of the HOA garages for future use and repairs. Dennis will discuss with Ed.
3. SRP Budget, Revenue & Invoice Update (K Chinoy, P Tofe, D Ehrenberger):
 - a. Invoices approved for payment—Reviewed the approved paid invoices.
 - b. Project status re budget—owner assessment status. Patti reports all special assessments have been collected and there are no outstanding owner bills
 - c. Windows: window revenue exceeds payments to date—this reflects the remaining trim work (finishing work).
 - d. Overages due to building defects. Dennis notes that the unexpected defects and rot discovered during the project has required work by Excellent Construction that has exceeded the contingency funds (\$50k). Total now = \$103,607 and is not expected to exceed this amount.
4. SRP Issues (D Ehrenberger, D Murphy)
 - a. Resolution of retaining wall leak (Unit 101A) and spigot supply pipe leak (Unit 103A).
 1. Unit 101A repair is largely finished.
 2. Units 103A and 203A are being currently undergoing repairs. Ron will work with Keith to document the work being done and related costs (to the HOA).

- b. Garage Pan heating cable issue. Though the heating cables are working very well, there are concerns about ice in front of the vestibules A-D. The ultimate resolution of this problem will require new electrical services and extending the heating cables to the concrete entry ways for all north-facing vestibule areas. This will be a future project and require additional funding from HOA reserves.
 - c. Buildings A-D and E&F hose bib handles. Concerns discussed re improper use of these public hose bib (leaving water on or hoses connect during freezing weather). Plan: remove handles except during the summer.
 - d. Access to the north sides of Buildings E&F: gates and “no entrance” signage at railroad ties stairs is recommended to prevent routine access to these areas (stairs need upgrading and the wood retaining wall between E&F will need railings) until future upgrades are funded.
 - 1. The path/stairs between Buildings A&B were noted to need upgrading as well.
 - e. Downspout heat cables—these will be shortened and secured by Ed’s team so that they do not extend out into the driveway (especially in front of Buildings E&F. electrician.
- 5. CC Subcommittee Reports (D Ehrenberger, D Murphy, Ron Drake)
 - a. SRP Punch List—process, communication and accountability
 - 1. Unit Final Inspection Progress—Ron has done first pass inspections of Buildings E&F and A-D using the LF Unit Inspection forms. Second pass inspections are completed on E&F and are beginning on A-D.
 - 2. Unit Owner punch List Progress: Ed is making good progress on this dynamic list. Owners continue to submit issues which are then added to the master list and forwarded to Ed and Ron.
 - b. Signage, Building and Garage Numbering (D Murphy, D Ehrenberger, Ron Drake):
 - 1. Final design standards and timeline reviewed
 - 2. Installation will be completed this week on all garages and vestibules.
 - c. Vestibules: Lower chandelier in Building F electrical repair status—Ron will follow-up with Ed and the electrician to ensure this is done ASAP.
 - d. Use of project scraps to re-side City Utility Shack/sewage pump station (lake side across from Buildings B-D). Status—this work will be finished within a month or two.
- 6. Owners Forum: discussion. Ron to visit
 - a. Jane Burke: Discussed the punch list process
 - b. Ann Marie: workers are still using hose bib outside of Building B—but properly removing hose. Stairs between A&B in poor condition—need repair and/or signage.
- 7. Next Meeting: 12/10/19 6:00-7:30p

--David Ehrenberger