

**LAGOON TOWNHOMES CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**January 26, 2022**

**I. CALL TO ORDER**

The meeting was called to order at 4:00 pm.

Board members in attendance were:

David O'Sadnick – 734B  
Patrick Tully – 738E  
Hal Roseman – 742A  
Jamie Cox – 742D  
Dan Robertson – 753B  
Cindy Meinders – 757B

Owners in attendance were:

Nancy Fridstein – 701	Richard and Diane Foote – 738A
David Benson and Mary O'Keefe – 726F	Max Stappler – 745B and 749-1E
Melinda Kassen – 732B	Jorja Krouse – 749-1F

Representing Summit Resort Group were Kelly Schneweis, Kevin Lovett and Mark Conley.

**II. APPROVAL OF PREVIOUS MEETING MINUTES**

The Board reviewed the minutes from the November 17, 2021, Board Meeting. Upon review, a motion was made by Dan Robertson (753B) to approve the minutes as written. Cindy Meinders (757B) seconded and with all in favor, the motion carried. The November 17, 2021, Board Meeting Minutes were approved.

**III. OWNER OPEN FORUM**

Notice of the meeting was posted on the website and emailed to Owners.

Mary O'Keefe (726F) – Would like to know the status of the pickle ball court? Hal explained the status is to send a survey out to homeowners to determine interest to add lines to the current tennis court. The next step would be to present more information to the Board to decide. SRG reviewed the survey. Mary is not in favor of adding pickle ball lines to the tennis court but does enjoy the sport. Dave asked if we could add a question to the survey to add restrictions to hours of play. SRG will work on adding additional questions to the survey and send to the board for review.

Max Stappler (749-1E) – Would like to discuss his property leak which is on the agenda and will be discussed later.

**IV. REGULAR BUSINESS**

**A. Financial Report:**

Year to Date Financials; November 30, 2021, close financials were reviewed as follows:

Balance Sheet:

November 30, 2021, Balance sheet reports:

Operating Account, Alpine	\$121,159.25
Reserve Account, Alpine	\$150,709.31
Wells Fargo Reserves	\$145,012.43
First Bank Reserve	\$240,712.43
Eastern Co Bank CD's	\$109,312.59
7004 Eastern Co Bank	\$108,646.53

Profit and Loss:

November 30, 2021, close Profit and Loss statement reports \$307,064.89 of actual expenditures vs. \$298,835.25 of budgeted expenditures resulting in an unfavorable balance of \$8,229.64 year to date.

The year-to-date General Ledger was presented, and areas of major expense variance were reviewed.

Accounts Receivable is good with some owners prepaying HOA dues. All Reserves transfers are current year to date.

The Board asked for SRG to review the cleaning in Department B hallways. There was a conversation the tile was not being cleaned and they are uncertain the cleaning company is providing quality service. SRG will contact cleaning company about expectations and review billing. Also, the Board asked SRG to rename the Eastern Colorado Bank account to a money market account from a CD since this account is no longer a CD.

There was a comment about the Wells Fargo transaction error. Hal explained the Wells Fargo clerk made a mistake and accidentally transferred funds from his personal account into the HOA's account. This was corrected immediately, and Wells Fargo offered proper documentation which is on file with SRG accounting.

B. Ratify Actions via Email:

There was a motion by Dan Robertson (753B) to ratify the following actions via email:

- 11/18/21 ARC Application 732B vent request approved
- 12/4/21 742A trailer dumpster request approved
- 12/8/21 749-1E leak, owner responsibility
- 12/15/21 request for pellet grill denied by Board

Patrick Tully (738E) seconded the motion and will all in favor the actions via email were ratified.

**V. PROPERTY UPDATE**

The following property update items were reviewed:

A. Managing Agents Report: SRG reported on the following completed items:

- Reclassed 2 spa operating invoices to reserves
- Department B fire alarm panel inspection
- Dehumidification system motor replaced
- Annual fire extinguisher and emergency light inspection
- 749 fire alarm inspection
- 749 garage door serviced, replaced rollers, repaired operator
- Roofs:
  - 743 soffit repair and shingle repair
  - 701 roof snow removal
  - Roof shed snow removal
  - 762 roof snow removal
  - 739 Gutter repair
  - 723E old roof leak repairs, ceiling drywall repaired
  - 725 gutter and heat cable repair

SRG reported on a list of pending items for the Board to review which included all owner requests as well as major and minor maintenance repairs that have been noted throughout the entire property.

- B. Decks: This is an ongoing project that is a high priority for this spring and summer. SRG is working on deck repairs at 724C, 724D, and 716B.
- C. Boilers: SRG reported there were no new boiler items to discuss. Boilers are inspected quarterly, and reports are submitted and reviewed.
- D. Pool and Clubhouse: The pool is not leaking, but we need to repair one return line on the west side of the pool. The ventilation system is working, there is one exhaust fan in the attic has influence on the bathroom humidity. It was noted hot water was working in the women's bathroom.
- E. Tennis Court: SRG presented a draft survey for pickle ball interest. The Board requested a few additional questions to be added before sending out to owners for response. There was further discussion about securing the tennis court from non-guests and residents. SRG will send the survey out as soon as it is completed.

## **VI. COMMITTEE UPDATES**

### **A. Maintenance Committee**

The Maintenance Committee provided the following update:

Asphalt/Concrete Repairs: SRG reported a few asphalt repairs around the property were completed. The maintenance committee plans to walk in late April or May to review. The neighborhood near 758, 762, and 766 building will need crack filling and seal coating soon. It was noted that best practices for repairs is to crack fill every year, and then to seal coat every 3 years to help maintain the asphalt.

Drainage issues: The EmpireWorks proposal for the drainage pan for 732 building was approved last meeting. Scheduling is expected for early spring or summer. SRG will continue to pursue.

Landscaping: The landscaping contract signed last year was a multiyear contract with Rockytop. We have contacted Rockytop and they are prepared to service the property this season.

Roofs: SRG reported more review is needed for the power connection at 749, 745, and 738 buildings for adequate heat cable. Northwest roofing is scheduled for a roof inspection for early spring. The roof replacement plan should tackle 5 or more of the worst roofs first. Once roof replacement proposals are received, the Board will review.

## **VII. OLD BUSINESS**

The following Old Business items were discussed:

Reserve Study/ Capital Plan: Jamie reported on the capital plan and reserve study. A small committee met and reviewed the capital plan and larger projects. SRG will work on setting up another follow up working committee discussion in the coming weeks to help focus on items and repairs that should be scheduled for this year. It was determined to not proceed with an updated Reserve Study and use the current reserve study. There was a comment about the need to prepare for a potential special assessment depending on financials and planned projects. The focus this summer will be deck repairs and roof replacements followed by drainage and asphalt.

Community Committee: Cindy reported on the community committee. The Saturday morning coffee was cancelled for January and the next one is on February 12<sup>th</sup>. The ProBoard owner forum is ready for distribution to owners. The Guidelines were developed. The community standards will be an attachment and included in the body of the email to owners. There was a motion by Dan to accept the community

standards as presented. Jamie seconded the motion, and with all in favor the motion carried. SRG will work on an email to owners about the Forum.

Department B Trim: SRG reported trim repairs are needed in Department B hallways. SRG is meeting with a contractor this Friday at 1pm. Jamie will meet and review hallways. It was noted that department B has funding for the necessary trim improvements. The Board would like an estimate per building to do in phases if needed. There was a suggestion to add hinges to the common hallway doors to ensure they are closing to prevent any potential frozen pipes.

Rules: SRG has not received any parking revision suggestions from the Board. Hal anticipates having suggestions to present to the Board by the next meeting.

Windchimes were discussed. There was a motion by Patrick Tully to eliminate windchimes and or noise making devices on the deck or exterior of a property which can be heard by a neighboring property between 10PM to 7AM during quiet hours of the Association. The motion was seconded by Dan Robertson. Discussion was held. Jamie reviewed the noise ordinance in the standing rules which confirmed the quiet hours between 10PM and 7AM.

Deck Attachments: Deck attachments were discussed. There was a suggestion to have these reviewed as a request by the ARC committee on a case-by-case basis. There was a motion to approve the additional black attachments on the exterior of the deck at 742A for safety by Dan Robertson (753B). The motion was seconded by Jamie (742D). With 4 votes of approval, 1 vote not in favor, the motion passed. Hal was abstained from voting since this pertains to his property.

#### **VIII. NEW BUSINESS**

The following new business items were discussed:

749-1E plumbing repairs: Max reported on the leak within his unit. He explained all the polybutylene plumbing in 749 building needs to be replaced. As it pertains to his unit this plumbing is in his sub-floors. Repairs may require the need to cut into the common garage ceiling of 749 building. Max is working on estimates from 2 contractors and will pass along to the Board for review. Dan would like to know if the entire building was constructed with polybutylene. Mark reported that from the stack there is polybutylene, and it is in each unit. The plumbing contractors do not want to do a partial repair and they don't want to do any repairs unless they complete the repairs to the main copper stack. The Board would be in favor of reviewing estimates to complete the entire project which would include possible HOA associated expenses on common elements should they be required. SRG explained to Max the requirement to submit an insurance claim with the HOA insurance provider.

#### **IX. NEXT MEETING DATE**

The next Board of Directors Meeting will be March 23, 2022.

#### **X. ADJOURNMENT**

With no further business, the meeting was adjourned at 5:18 pm.

Approved: 3-23-22