

**LAGOON TOWNHOMES CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**January 29, 2021**

**I. CALL TO ORDER**

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

Board members in attendance were:

Patrick Tully – 738E  
David O'Sadnick – 734B  
Marie O'Rahilly – 739C  
Hal Roseman – 742A  
Jamie Cox – 742D  
Dan Robertson – 753B

Owners in attendance were:

Jamie Kinsley – 726A	Max Stappler – 749-1E
Matthew Fischer – 727H	Paul and Judy Burnham – 755B
Fran Long – 739C	Ken Raggio – 757A
Doug Mosow – 747A	

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 20, 2020 Board Meeting. Upon review, a motion was made by Marie O'Rahilly (739C) to approve the minutes as written. The motion was seconded by Dan Robertson (753B) and with all in favor, the motion carried. The November 2020 Board Meeting Minutes were approved.

**III. OWNER OPEN FORUM**

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

Judy Burnham (755B) requested to install a bird feeder that would be placed in the ground behind the building. The concern would be additional unwanted birds. The Board was not in favor in bird feeds placed in the common areas. The Board approved the owner to hang a birdfeeder from their unit balcony. It was noted to keep the bird feeder at a reasonable size.

Max Stappler (749-1E) notified the Board of the recent purchase of 745B. No issues were reported.

Doug Mosow (747A) wants to know more information about options to insulate the property to assist with sound mitigation. There was a comment about foam spraying which insulates pipes but does not help with sound transmission. Another suggestion is to cut out drywall and insulate between walls.

Ken Raggio (757A) made a comment about the noise monitoring. There is an option for a tablet to be installed which will send alerts if excess noise is observed. This is prevalent with some Short-Term Rental Lodging companies and could be a good option to consider.

**IV. REGULAR BUSINESS**

A. Financial Report:

Year to Date Financials; November 30, 2020 close financials were reviewed as follows:

Balance Sheet:

November 30, 2020 Balance sheet reports:

Operating Account, Alpine	\$98,818.24
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Reserve Account, Alpine	\$186,780.63
Wells Fargo Reserves	\$145,003.11
First Bank Reserve	\$240,664.74
Eastern Co Bank CD's	\$107,381.85
7004 Eastern Co Bank CD's	\$108,379.58

Profit and Loss:

November 30, 2020 close Profit and Loss statement reports \$275,183.92 of actual expenditures vs. \$286,688 of budgeted expenditures resulting in a favorable balance of \$11,504.08 year to date.

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

All Reserves transfers are current year to date.

Dan Robertson (753B) noted to expense additional hours to various departments appropriately about cleaning Departments B and C.

Patrick Tully (738E) thanked Marie O'Rahilly (739C) and Kelly (SRG) for their diligence and overview of the financial statements.

**B. Ratify Actions via Email:**

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

- 11/25/20 Insurance Renewal with Farmers
- 12/8/20 Additional Recycling Sign
- 12/9/20 Heat Cable 726 and 732 building

The motion was seconded by Marie O'Rahilly (739C) will all in favor, the motion carried.

**V. PROPERTY UPDATE**

The following property update items were reviewed:

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

- |   |  |
|---|--|
| - 749 Wagon tires replaced                          | - 734 Gutter repaired  |
| - 724 Deck stabilization                            | - 743E snow retention and heat cable installed                   |
| - Annual Tax Returns                                | - 701 & 703 roof sidewall repaired                               |
| - Insurance Renewal                                 | - Pool heat exchange and spa control board replaced              |
| - Recycling Service added M/F pickup                | - 724A Deck inspection competed by Fox Engineering               |
| - Cintas Sprinkler Quarterly Inspection             | - 732 Leaking gutter repaired                                    |
| - Ice Melt bins 755 building                        | - 734D common hallway weather stripping and door sweep installed |
| - Electrical repairs for heat tape on 731 building  | - 701 Siding repaired  |
| - 708 Building irrigation leak backflow replacement | - 749-1B leak in bedroom from recirc line and drywall repaired.  |
| - 749-1A Pinhole leak on recirc line repaired       | - 749-1F paint overspray on window removed                       |
| - 734 Building 3W switch replaced                   | - 743 roof panel repaired after fallen tree                      |
| - Pool Control Board replaced                       | - Turner Morris Completed 2020 Proposal                          |
| - 749 Boiler A – Leaking Dielectric union replaced  | - 726 gutter repaired and I heat cable installed.                |
| - 749 Boiler B – autofill replaced                  |  |
| - Roof vent repairs                                 |  |

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.

The Allied Security Annual Fire Alarm Sounding is scheduled for February 1 and owners will be notified.

Additional weather stripping is needed for Department B common hallway doors for proper insulation. The framing of the common doors is beginning to warp. Compression weather stripping is preferred because it is adjustable and durable. The main concern is heat loss. SRG suggested to not exceed \$2,400. There was a motion by Dan Robertson (753B) to install weather stripping on all Department B common hallway doors to not exceed \$2,400 and to expense to the reserves account. Patrick Tully (738F) seconded the motion and with all in favor, the motion carried.

Unit 749-1C bathroom on going frozen pipe issue was presented. The pipes froze again after the initial attempt at insulating the garage and exterior of the property. After drywall cuts in the closet, SRG determined the pipes run vertically up the wall towards the ceiling and are flush with the brick wall. The Board suggested applying insulation directly around the pipes. A plumber inspected the plumbing and recommended relocating the pipes deeper into the closet away from the brick wall which would guarantee they do not freeze again. SRG will follow up with plumbers for estimates and working with the maintenance committee and homeowner for repairs.

SRG reported an owner was concerned with speeding on Meadow Creek Drive. There is a need to install speed limit signs. The Board agreed it is a safety issue and SRG will proceed with posting speeding limit signs.

- B. Deck Inspections: The deck inspections were discussed. Fox Engineering developed a design for bracket installation for structural support. SRG will investigate if the lag bolts on 724A deck are appropriate in length. SRG will inspect and make corrections if needed. SGR will continue to work through inspections and formulate a report.
- C. Boilers: SRG reported on Boiler repairs in 749 building and the pool area. The repair work on the pool boiler was in conjunction with the in floor radiant heating system. This was an ongoing issue where the boiler would lock out when it gets too cold causing the boiler shuts down. We hope the recent repairs have resolved the problem.
- D. Thermostat Alert: There are 25 owners who have not submitted test alerts. SRG suggested owners submit individual unit Honeywell login information for SRG to access. The Board is in favor of SRG collecting this information for owners to assist with thermostat concerns. SRG will create a form and send to owners to request login information for their thermostats to assist with sending test alerts.
- E. Heat Cable: SRG reported heat cable is needed for 732 and 742 buildings. The Turner Morris estimate was reviewed. The Board would like SRG to gather another bid for comparison.

## **VI. COMMITTEE UPDATES**

### **A. Maintenance Committee**

The Maintenance Committee provided the following update:

Asphalt/Concrete Repairs: Asphalt and concrete repairs are needed in various areas on Lagoon Drive. SRG would like more guidance from the maintenance committee and recommend a discussion. SRG will work on scheduling a discussion for plan development.

Brick Repairs: Brick repairs were discussed. SRG is working with a brick contractor who completed repairs last fall on making a custom brick order. SRG anticipates a brick order for next spring. SRG will continue to work on priority brick repairs first.

Drainage issues: SRG mentioned the high priority drainage concerns near 704 neighborhood, 725 building, and between 732 and 722 building. The maintenance committee will be scheduled for a discussion in the next few weeks to define a scope to submit to contractors for bids.

Exterior painting: SRG presented 4 bids for painting to the Board. A motion was made by Dan Robertson (753B) to award Peak Painting the proposal at \$83,000 for phase 3 painting. The motion was seconded by Patrick Tully (738E), with all in favor, the motion carried. SRG will notify contractor and coordinate painting schedule.

Landscaping proposals: A proposal from Rockytop was reviewed. The bid includes 2 additional mows for the season. Also included is spraying for noxious weeds completed by a subcontractor who is licensed to spray chemicals. Dandelions are prevalent around the property and SRG recommends proceeding with weed spraying. The Board would like more information about the product used and will determine if weed spraying is necessary and safe for pets and water runoff.

Roof and Gutter Repairs: Turner Morris finished the 2020 proposal roof repairs. Heat cable repairs are underway and will be presented to the Maintenance Committee for review and approval. SRG discussed the Reserve Study for metal roof replacement (phase 1). The Board would like to maintain the roofs to extend the useful life for a few more years. It was noted the Board would like to add a special assessment discussion to the next Board meeting.

## **VII. OLD BUSINESS**

The following Old Business items were discussed:

746 Building Crack: Previously discussed and reviewed. The large crack on the exterior deck of Unit B was filled with new mortar. It was determined the interior of units are not experiencing cracking or doors sticking due to settlement/building movement. The Board would like to wait on installing piers and monitor movement for the next 6-9 months. The crack could have occurred after years of settlement. We plan to correct some of the surface water drainage with landscaping and discourage watering near the building.

757 Sidewalls: Two bids for possible pier installation and foundation repairs were reviewed. The concern is if large boulders will prevent pier installation. Ken Raggio (757A) suggested doing a trial and excavation and if there is not substantial structural support then to proceed with sample 2 foundation installation. Dave (734B) believes there may not be a foundation under the wingwall. If the contractor determines the brick is not on a footer or appropriate structure, then the piers will not work properly. Strategic fence will be notified of concerns and if there is not a wall for stabilization then proceed with foundation footers under wingwalls. Fox Engineering will be heavily involved throughout the project and will be scheduled to be onsite during initial excavating to inspect building foundation. There was a motion to approve Strategic Fence proposal to install piers on 4 wing walls. It was noted in the motion to make sure the excavating work is inspected by Fox Engineering to determine foundation under wingwalls, and if the work is approved by Fox, then proceed with Strategic Fence for the pier installation. The motion was seconded by Patrick Tully (738E), with all in favor the motion passed.

Snow Storage: No new updates from the Town. This item was not discussed.

Pool/Fitness Room (air circulation) – COVID-19: Due to COVID-19 restrictions and developing State and County updates, it was determined to keep these areas closed. Summit County is now at a level orange however state restrictions have not lifted.

Judy Burnham (755B) requested an option to check out the hand weights. The Board declined this request.

Lagoon Pool Leak: The pool leak is still active. Excavation is needed to cut through the brick to get to the plumbing near the spa area. The exact location of the leak is not determined and is difficult to pinpoint. Patrick Tully (738E) wants to make sure this is taken care of immediately. Jamie Cox (742D) commented on getting a second opinion and evaluation. SRG explained there is not a 100% guarantee that we will find the leak immediately and may have to keep searching. SRG will work on getting another contractor to inspect.

708 foundation/ Deck Concerns: The maintenance committee is planning on evaluating the foundation concerns and the deck inspection report will determine the necessary repairs.

Heat Cable Review: This was previously discussed.

755B Chair hanging from Exterior of deck ceiling request: SRG will work on guidelines and send to the Board for review. Guidelines will be similar to the sunscreen guidelines and available for owners to review on the website. The chairs should be uniformed and mounted appropriately to the structure for safety.

Sound Proofing: In multiple unit buildings with minimum insulation, it may be appropriate for the ARC to review floor updates if owners replace floors to a new material. Department B and C units will be impacted most. Dan (753B) suggested to reach out to a sound transmission company to determine the scale. Hal Roseman (742A) is concerned for owners who have already installed new flooring and rule adjustment may cause issues from parody. A discussion continued to make sure we do not overreach to make sure the rules are not overbearing. The Board will continue this discussion at the next meeting.

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

The following new business items were discussed:

Annual Fee Disclosure, HB1254, Conflict of Interest Policy: The annual fee disclosure, HB1254 and the Conflict of interest Policy were reviewed. Patrick Tully (738E) would like all Board members to sign off on the Conflict of Interest Policy. SRG will email the policy to Board members to collect a signed copy from each member.

Heat Cable 739 Building: The heat cable from 739 building is not on a separate meter and owners must plug into their individual garages. The electricity used is expensed to each individual owner. The owners in 739 buildings do not want to pay for the additional heat cable use and believe it should be included with the Department A heat cable expense. Owners and SRG will monitor the roof snow and ice load and if roof shoveling is necessary, they will proceed with the work, otherwise owners will not be required to turn on heat cable.

Lily's Fishery: SRG asked the Board if they would like to proceed with the same fish order as last year in the amount of \$1,000. Marie O'Rahilly (739C) expressed concern this might not be necessary because they deliver about 100 fish and it does not seem reasonable since some fish escape down river. Dave (734B) explained it is nice feature to have the Lagoon fishery and the delivery is an enhancement and believes it is money well spent. Patrick (738E) would like the Lagoon to be catch and release. There was a motion by Hal Roseman (742A) to proceed with the fish order. The motion was seconded by Patrick Tully (738E). With 5 votes in favor and one opposed, the motion carried.

Owner Workday: Owner workday dates were discussed. Historically the owner workday has been the same weekend as the Frisco BBQ. SRG will pick a date in June and notify homeowners.

742 WIFI Enhancement: Hal Roseman (742A) commented about issues with WIFI service. Comcast inspected the building and could not located the junction boxes or connections in the building. The cable was suggested to be older which creates issues with signal. The recommendation was to replace the cable which would require the cable to run along the exterior of the building and throughout each unit. SRG will notify Xfinity representative and will be discussed at the next meeting.

**IX. NEXT MEETING DATE**

The next Board of Directors meeting will be held March 26, 2021.

**X. ADJOURNMENT**

With no further business, the meeting was adjourned at 6:10 pm.

Approved: 3-26-21