

**LAGOON TOWNHOMES CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**March 8, 2023**

**I. CALL TO ORDER**

Patrick Tully, President, called the meeting to order at 4:00 pm, and appointed Ken Raggio to be parliamentarian for the meeting.

**II. Introductions of those present and determination of quorum:**

Board members in attendance were:

David O'Sadnick, 734B

Patrick Tully, 738E

Dan Robertson, 753B

Jamie Cox, 742D

Cindy Meinders, 757B

Ken Raggio, 757A

Owners in attendance were:

Marie-Claude Depew, 724D

Jorja Krause, 749-1F

Max Stapler 745B, 749-1E

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

**III. APPROVAL OF PREVIOUS MEETING MINUTES**

The Board reviewed the minutes from the January 18, 2023, Board Meeting. Upon review, a motion was made by Ken to approve the minutes. Dan seconded and with all in favor, the motion carried. The meeting minutes were approved.

**IV. OWNER OPEN FORUM**

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

Max would like an in-person meeting for the Annual Meeting. The Board will discuss further. Jamie has experience with hybrid meetings. Proper equipment is needed to ensure all owners can hear each other which is a requirement for CCIOA and the Conduct of Meeting Policy. Jamie and Kelly will discuss options.

Jorja wants to attend the owner workday and thanked the Board for their efforts.

**V. REGULAR BUSINESS**

**A. Financial Report:**

Year to Date Financials; January 2023, close financials were reviewed as follows:

Balance Sheet:

January 31, 2023, Balance sheet reports:

Operating Account, Alpine	\$81,357.28
Reserve Account, Alpine	\$338,409.55
Wells Fargo Reserves	\$246,557.92
First Bank Reserve	\$241,669.34
Eastern CO Bank	\$110,087.18
Eastern CO Bank	\$109,132.69

Profit and Loss:

January 31, 2023, close Profit and Loss statement reports \$490,003.49 of actual expenditures vs. \$489,738.00 of budgeted expenditures, resulting in an unfavorable balance of 0.01% or \$265.49 year to date.

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

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

The Board suggested additional snow removal since they are under budget. The goal is to make sure parking spaces are accessible. SRG will review areas and work with contractors to determine options.

Ken would like a follow-up on Dept C special assessment and tracking of where these funds are being accumulated. Dept C special assessments are being collected for reserves.

Ken would like information about landscaping water usage. Water is metered per each Building and separate from landscaping. Nearly impossible to track unit water usage vs. landscaping usage.

B. Ratify Actions via Email:

There was a motion by Dan to ratify the following actions via email:

- 2/13/23 Board approved Funds to be transferred to RBC Bank approved

Ken seconded the motion, and with all in favor the actions via email were ratified.

**VI. PROPERTY UPDATE**

The following property update items were reviewed:

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

- Repaired 749 building Boiler B for no heat call
- Repaired 749 building Boiler D leak off main line
- Breaker replacement for pool dehumidifier
- Zone valve replacement on large spa
- Pool Dehumidifier repaired
- Snow removal, major ice chipping, on going
- West return line for the pool was repaired

B. WIFI Thermostat: SRG reported a list of owners who are not compliant with the requirement. SRG sent violation notices to owners who are still outstanding. They have 30 days to correct according to the Enforcement policy.

C. Unit access: SRG has a few more codes to test and we should have access to all units. Unit access is often a challenge as owners and management companies change locks and codes often and SRG completes an annual inspection of all units.

Ken suggested owners should be required to opt out of property inspections rather than opt in. The Board will discuss this further.

D. Decks: The association budgeted \$24,000 for deck repairs this fiscal year. Year to date expenditures for deck maintenance is \$24,207. SRG will meet with Brian Waite to discuss additional deck repairs this Spring. Mark will create a priority list and continue to work on the brick buildings.

E. Boilers: SRG will work on an estimate for Boiler B replacement for (Dept C) 749 building and present estimates to the Board for review.

F. Pool and Clubhouse: The Pool repair on the west return line is complete. Four Mile Mechanical has repaired heat for the bathrooms and entryway. Mark provided an update on next steps. The pool

ceiling drywall repairs will need to be completed this Spring/ Summer. Mark reported the pool roof leaked a little this winter due to ice damming. The sand in the pool filter will need to be replaced this year. Mark provided information about draining the pool during the off season, replacing some of the pool equipment including the current feeder. SRG will work on estimates and send to the Board for review.

When the pool is drained, the Board would like SRG to schedule drywall repairs to the pool ceiling at the same time. SRG will work on finding a contractor promptly to complete work.

## VII. COMMITTEE UPDATES

### A. Maintenance Committee

The Maintenance Committee provided the following update:

Asphalt/Concrete Repairs: SRG will meet with asphalt contractors this Spring. Dan and Dave will be included in asphalt and concrete repairs. Lagoon purchased asphalt equipment last Fall and SRG anticipates crack filling this Spring and Summer as needed.

Drainage: SRG is monitoring the area near 722 building for drainage concerns. We have had a lot of ice due to the freeze thaw of our climate. We have no reports of water backing into units. Snow removal efforts have been ongoing and will continue which is helping reduce the drainage issues.

Landscaping: Landscaping near the pool and clubhouse area will be scheduled in Summer 2023. Along the Southern border on Lagoon Drive, the Board would like to see more trees planted to try to block the view of the commercial buildings. SRG is out for bid on Landscaping service for Lagoon.

Roofs: SRG provided estimates for roofing consulting. Cona Engineering bid the project on a consulting engineering basis. They were unable to bid a firm price due to the variability in the scope. Cona Engineering is recommended. Dan would like to review designs around the chimneys. Generally roofing contractors provide estimates based on building department code. Dan suggested the need to do a special assessment to fund this project.

Ken recommends scheduling the pool house roof replacement for this summer.

Patrick moved to contract Cona Engineering to develop an RFP for 6 buildings and the pool room. Dan seconded the motion. All were in favor of proceeding with Cona Engineering. SRG will work on RFP development with Cona Engineering.

SRG will ask Cona Engineering about chimney construction and determine the option for possible chimney removal. If all fireplaces have been converted to gas and are venting out the side, then could it be an option to remove fireplace? Dan stated it could be more expensive and not aesthetically appealing.

The Board will be reviewing the need for a Special Assessment for the roof replacement project and are anticipating roughly \$3,000 per unit owner, but more discussion is needed to determine the exact amount to fund the project.

- B. Community Committee update: The next coffee is Saturday, April 1, 2023, at 8:30am in the Clubhouse. This continues to be a valuable meeting of owners and tenants.

## VIII. OLD BUSINESS

The following Old Business items were discussed:

Document Revisions: Table this for now. Need to establish Insurance prior to rule revisions.

Wing Wall Repairs: Building 724 West wing wall will be reviewed this Spring. We have reached out to Barrera and Sons to schedule a follow up meeting to review the area. Planning to review this Spring.

Lighting Around the Lagoon: Jamie provided an update. SRG spoke with Ten Mile Commercial Building, and they agreed to allow property access for equipment through the shared fence line as long as it is returned to current condition. The Board will need to determine a defined scope of the work and lighting options. Solar lighting options are not ideal due to lack of sun exposure and replacement concerns. LED light fixtures may be the best option. Jamie is working on details about light post mounting options.

SRG encourages working with a general contractor to help. SRG will work on identifying electrical breaker locations and coordinating general contractors and reviewing the project in May.

Insurance: SRG presented Insurance proposals to the Board. SRG recommends a follow-up insurance meeting for next week. The building count needs to be confirmed with Kinser Insurance. This is the same agency that has provided coverage to Lagoon for many years. SRG explained the insurance market. There is a State Farm proposal available but requires additional plumbing and electrical review by licensed professionals for an additional expense. HUB International proposal is pending.

Ken moves to accept the Philly Policy now, subject to an email vote should another policy be approved unanimously by email. Dan seconded the motion. All were in favor and passed.

Dan would like clarification about the deductible. Is it per building or per occurrence? SRG will follow up.

Dept B Trim: SRG plans to coordinate Dept B Trim repairs with either Brian Waite or Leo on select hallways. Not all hallways need trim. This will begin this Spring.

## **IX. NEW BUSINESS**

The following new business items were discussed:

Design Mechanical Contract Review: The Design Mechanical contract was reviewed. SRG will reach out to Design mechanical to see if they have any wiggle room on rates. SRG will follow up with the Board about findings.

Tree Spraying Estimate Contract Review: Ascent Tree Spraying estimate was presented. The Board agreed to provide treatment every other year. Tree health is essential, and the Board wants to maintain trees. Jamie moved to approve the Ascent Tree Spraying estimate. Dan Seconded and with all in favor the motion carried. SRG will contact Ascent to schedule services.

Pickleball Tournament: The Board would like to organize a pickleball Tournament for homeowners . Dates for the tournament are anticipated to be:

1. June 24<sup>th</sup>
2. July 15<sup>th</sup>
3. August 12<sup>th</sup> after the annual meeting

Owner Workday: The owner workday is scheduled for June 17<sup>th</sup>. The Board will work on organizing plans.

724A Unit Modification Application: The application for 724A unit modification was reviewed. The modification is for interior improvements and does not impact any common element items. There will be no roof penetrations or exterior wall penetrations. Dan moved to approve the unit modification application subject to proper permitting. Jamie seconded the motion and with all in favor the motion carried. SRG will notify the homeowner of approval.

Recycling: SRG presented the need to increase recycling services to 3 days a week due to additional use and excess charges. Patrick would like signs for dumpsters on Lagoon Drive that direct tenants and guests to the recycling dumpster on meadow creek drive. SRG will work on sign design and order. Dan moved to add Wednesday service to the recycling pickup. Jamie seconded and all were in favor with none opposed. Recycling will be scheduled for Mondays, Wednesdays, and Fridays.

**X. NEXT MEETING DATE**

The next Board of Directors Meeting will be May 17, 2023, at 4pm via Zoom.

**XI. ADJOURNMENT**

With no further business, Ken moved to adjourn the Meeting. Dan seconded and with all in favor, the meeting was adjourned at 06:03 pm.

Approved: \_\_\_\_\_