

LAGOON TOWNHOMES CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
May 29, 2020

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
Dan Robertson – 753B

Owners in attendance were:

Barbara Budde – 723D
George Thomas – 725A
Damon Abraham – 726B
Mary O'Keefe – 726F
Nichole Honda – 742A
Susan Morabito – 743E
Kenneth and Margaret Fearday – 746A
Max Stappler – 749-1E
Tim and Jorja Krause – 749-1F
Mary Harter – 749-3D
Donna Gidley – 749-3C

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 March 2020 Board Meeting. Upon review, a motion was made to approve the minutes. The motion was seconded and with all in favor, the motion carried.

III. OWNER OPEN FORUM

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

There were no owner commits.

IV. REGULAR BUSINESS

A. Financial Report:

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

Balance Sheet:

April 30, 2020 Balance sheet reports:

Operating Account, Alpine	\$108,346.59
Reserve Account, Alpine	\$97,354.85
Wells Fargo Reserves	\$234,962.98
First Bank Reserve	\$240,662.42
Easter Co Bank CD's	\$213,755.86

Profit and Loss:

April 30, 2020 close Profit and Loss statement reports \$561,247.26 of actual expenditures vs. \$590,173.14 of budgeted expenditures resulting in a \$28,925.88 favorable variance year to date.

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

The accounts receivable report for the special assessment was presented. There are a few owners who have not made any payments towards the special assessment. All owners have been notified. SRG will continue to pursue payment collection.

Budget 2020-21 Discussion:

The Board and SRG discussed Budget preparation for 2020-21. It was noted Lagoon Townhomes is an aging facility and the Board is being very cautious and considerate of all owners and working hard to cut expenses where possible. The Board plans to have the Budget approved in the next few weeks.

B. Ratify Actions via Email:

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

4/10/20 Rocky Top Landscaping was approved.

4/27/20 Check refund 749-1B was denied.

5/14/20 Lipari Construction final payment was approved.

The motion was seconded and with all in favor, the motion passed.

V. PROPERTY UPDATE

The following property update items were reviewed:

A. Managing Agents Report

SRG reported on the following completed items:

- Annual Sprinkler Inspection 749 Building
- Irrigation turn on
- Spring Clean up
- Bridge Repair
- Pool Beam Repair. It was noted to have Fox Engineering complete a final inspection. SRG will schedule.
- Skid Steer tire replacement and battery replacement
- Purchased new USA and CO flags for flagpole on Meadow Creek Drive.
- 749 Building Boiler D – auto fill valve replaced
- 716 tenants informed of parking violation and restrictions
- Elevator inspection correction affidavit complete and certificate received

SRG reported on the following pending items:

An access code will be added for contractors to utilize the clubhouse bathrooms.

SRG will program fitness room door for owners to utilize key card for access. The fitness room is closed due to the COVID-19 situation until further notice.

Building 746 exterior vent coverings will be installed on the side wall.

SRG will replace vents at the base of the stairs in Department B common hallways.

Department B units common area doors will be painted

SRG will work on trim and siding repairs list.

SRG will obtain bids for pool ceiling drywall repairs and submit to the maintenance committee for review. It was suggested to do other pool maintenance items during this time because the pool will need to be drained. This is a Fall project.

The brick damaged on buildings 747 and 720 will be repaired and paid for by the plowing company.

Building 726 gutter repair request and heat tape will be inspected. Also siding will be repaired by painting contractor.

The deck stability inspection will be completed by SRG in the summer/fall and necessary repairs will be reported to the maintenance committee for review.

Building 747 concrete slab in front of garage will be inspected by the maintenance committee.

Leaning light posts around the Lagoon will be repaired/ replaced. SRG will obtain bids to present to the Maintenance Committee. It was noted to recycle the brick.

Drywall repairs for 730B garage will be completed.

Xcel will reseed parking lot on Lagoon Drive in the spring.

Asphalt around a manhole cover near building 746 will be resealed.

SRG will coordinate landscaping companies to bid the retaining wall repair near 749 building.

Regrading near Building 724 steps will be completed Spring 2020.

The drainage and regrading concerns around the pool building will be inspected. SRG will submit bids to the Maintenance Committee for review.

Lagoon 749-1C ongoing frozen pipe issue is out for bid and will be reviewed by the maintenance committee.

739B heat tape keeps tripping breaker and will be inspected.

The siding is peeling on unit 701 near upper deck. SRG will coordinate repairs.

Entryway ice issues for units 743E and 743F will be inspected and SRG has informed Turner Morris to inspect for gutter recommendations.

Drainage concerns near unit 725H will be inspected by the maintenance committee and reviewed.

Common hallway light switch wiring for 708B hallway will be repaired.

SRG reported on the following items:

SRG reported the pool and common areas are closed due to the COVID-19 virus until further notice.

B. Deck Inspections: SRG will begin the deck inspection late Summer or Fall.

C. Boilers: SRG reported there were no new recommend repairs for boilers.

- D. Thermostat Update: SRG is waiting to install the remaining 3 Temp-Sticks for units 704A, 716B, and 739A. As caution in response to the COVID-19 virus, SRG will not enter units until it is deemed safe. Owners will be expensed for the installation. Also, 13 units have not sent test alerts. SRG will continue to pursue.
- E. Storm Door Survey: There are 4 outstanding storm doors which have approval from the Board to be painted. SRG will remind owners to paint the storm doors.
- F. Unit Access: There are 4 outstanding properties that need to update entryway locks to the master key system: 708C, 708D, 727G and 754A. The locksmith notified SRG rekeying units is on hold because of the COVID-19 situation. SRG will follow up with locksmith.
- G. Frozen pipes: Ongoing frozen pipe concerns in units 726A, 718D, 727H, and 722F. It was determined that there is a gap between units that is not insulated where a draft of cold air freezes the pipe. SRG will work on obtaining bids for the suggested foam insulation proposed by Design Mechanical. The frozen pipe is a common line which is freezing from the main.
- H. 749 Building Deck Separation: SRG reported the deck jacking project was completed on May 27th. They will coordinate Fox Engineering to review work and will make final payment after inspection.
- I. New Dumpster Enclosure across from 747 Building: The new dumpster enclosure installation will begin this summer.
- J. Fish Stocking: The fish will be delivered late June or early July. Owners will be notified of delivery.
- K. Tree Spraying and deep root feeding: The tree spraying, and deep root feeding is scheduled the first week of June. It was noted that this does not need to occur annually.
- L. Tennis Court: The Tennis Court crack seal will be scheduled this summer.

VI. COMMITTEE UPDATES

A. Maintenance Committee

The Maintenance Committee provided the following update:

Exterior painting: The “phase 2” painting scheduling for 2020 summer includes the following buildings: 718,722,726,732,738,741,745,746,749,753,758,762,766. The project will be completed early Summer. SRG will monitor and complete a final walk with contractor.

Asphalt/Concrete Repairs: SRG established a priority list for asphalt and concrete repairs. The Board has decided to only crack seal and seal coat this summer. SRG will collect bids and discuss priority with the Maintenance Committee.

Drainage issues: The drainage concerns were discussed. The Town has not followed up with SRG about neighboring property. Near building 722 is considered high priority for safety. Repairs will be expensed to the Reserves Budget.

Brick Repairs: The Brick Mason will begin brick repairs around the pool building and clubhouse. The Board suggested repairing the most obvious areas first. There is a

white residue that has proven to be challenging to remove. The Board would like SRG to use a brick stain in a small area as a test for coverage.

Roof and Gutter Repairs: The roof inspection was completed early Spring. The inspection includes caulk maintenance and gutter cleaning along with repair recommendations. The report will be sent to the Board for review.

VII. OLD BUSINESS

The following Old Business items were discussed:

746 Building Crack: SRG has requested a warranty site visit with Complete Basement Systems and DL Engineering to inspect previous work completed and determine next steps.

Dumpster Enclosure near 730 Building: The Board determined to hold off on the dumpster enclosure and look for alternative locations for possibly relocating the dumpster due to excessive dust and proximity to 730 building.

Snow Storage: There have been no further updates from the Town about snow storage. Members from the maintenance committee will continue to pursue.

757 Berm Landscaping and Foundation: Building 757 berm landscaping was discussed. SRG will work with landscaping contractor to excavate area. SRG will coordinate Fox Engineering to inspect 757 Building foundation concerns.

Convert clubhouse offices into condo's: The Board has decided to table this discussion and have no plans to pursue at this time.

Fireplace inspections and dryer vent cleaning: SRG will follow up with contractor about scheduling. Owners will "opt-in" to this service. The fireplace inspection includes cleaning. Each service is \$65 to be billed to the homeowner. SRG will coordinate with owners about scheduling services.

Owner Workday: The owner workday is scheduled for June 20th. It was noted that there is not a need for the same amount of mulch this year and about half the amount is sufficient. The Board requested the landscaping expenses not to exceed \$1000.

749-1C Frozen Bathroom Pipe: The Board reviewed R&H mechanical proposal. It was requested to submit another proposal for review. SRG will work to collect additional proposals.

VIII. NEW BUSINESS

The following new business items were discussed:

723 Sidewall and Roof Repair: SRG presented the proposal for sidewall and roof repair to the Board. It was noted the profile of metal panel is no longer manufactured. There was a motion to repair the roof at an estimated expense of \$9,579. The motion was seconded and with all in favor, the motion passed. SRG will notify Turner Morris of the approved proposal and schedule repairs.

Roof shed repairs: SRG presented Dwelling Places proposal and plans to repair the roof sheds near buildings 704, 724 and 730. The Board requested to review another proposal. SRG will obtain more bids to present to the Maintenance Committee for review.

Carpet Cleaning: Carpet cleaning for common were reviewed. There was a motion to award Exclusive Cleaning and Restoration the proposal at a rate of \$1,416. The motion was seconded and with all in favor passed. SRG will schedule cleaning and notify owners.

Department B paint individual unit doors: SRG presented the idea to paint individual unit doors in Common Hallway. It was determined that this was a Department B expense. SRG will review Department B funding and follow up with the Board.

Tree Removal instead of spraying Discussion: There was a discussion to remove trees rather than spray. The area of concern is near building 738 where there are three trees emitting sap onto vehicles. It was decided to monitor trees after the spraying service is completed this year.

Pool/Fitness Room (air circulation) – COVID-19: There was a discussion about the air circulation in the pool area and fitness room. It was suggested to look at other options for ventilation. It was also suggested to research bringing in “conditioned air” options. SRG reported that short term rentals will open on June 1st. The common areas should remain close until further updates are received from the State and County. Prior to opening facilities, the Board and SRG will need to plan according to State and County restrictions to ensure the process is feasible.

IX. NEXT MEETING DATE

The next Board of Directors meeting will be held on July 10th, 2020.

X. ADJOURNMENT

With no further business, the meeting was adjourned at 5:32 pm.

Approved: 7-10-20