

**La Riva Del Lago
Board Meeting
Sept. 27, 2023
5:00 pm
Zoom Meeting**

MINUTES

I. Call to Order

The meeting was called to order at 5:04

Meeting attendees included:

Richard Hughes, President

Jonathan Bourgeois, Treasurer

Alex Henes, Board Member

Mark Rudolph, Board Member

Peggy Gibbs, Board Member

Rick Karbowski, Karbowski Roofing

Steve Wahl, SRG

Armani Zangari, SRG

II. Roofing Discussion.

La Riva Del Lago recently completed a roof replacement on the west building. Rick Karbowski was invited to join the meeting in order to answer any Board questions regarding the project completion and approve the final payment on the project.

*Jonathan Bourgeois asked if the project was complete. Rick replied that everything, but the heat tape is complete. The heat tape has been identified as stamped with a 2010 date. Heat tape is an important part of the roofing system and should be replaced rather than simply reinstalling it.

*The Board asked Karbowski Roofing to do a heat tape inspection on the other two buildings as well, which Rick agreed to do.

*The Board asked if Karbowski would do roof snow removal if/when necessary. Rick stated that he highly recommends that they do the snow removal in order to ensure that damage is not done to the roof. Karbowski Roofing uses their roof installation personnel to do any necessary roof snow removal which better protects the roof. The roof has a 3yr warranty which covers workmanship and material.

*The board discussed trying to get Karbowski to match Leo's roofing bid before proceeding.

*209 and requests heat tape as well as 202. 211 /212 need trees removed.

*Rick suggests inspecting all heat tape first to ensure which needs immediate attention before winter.

*Steve Wahl had previously sent the Board two payment proposals. One for the final initial roof estimate payment and a second request for payment of four change orders previously sent to the Board as time and material proposals.

*A motion to approve the final roof installation payment was made by Richard Hughes seconded by Johanthan Bourgeois and approved unanimously.

*A second motion was made to approve the change orders as previously presented to the Board. A motion was made by Peggy Gibbs, seconded by Jonathan Bourgeois and approved unanimously.

III. Meeting minutes, previous set of minutes 7/19/23 & 8/29/2023 Board Meeting

*The minutes were included in the meeting packet for Board review.

*No changes were requested.

*A motion to approve the 7/19/23 and 8/29/23 minutes as presented by Richard Hughes, seconded by Jonathan Bourgeois and approved unanimously.

IV. Actions via Email, vote to ratify.

8/2/23 Revised Roof Proposal Approval

8/7/23 Roof Message to Owners Approved

8/14/23 Shingle Color Approval

8/7/23 Exhaust Stack Repair Approval

8/22/23 Shingle Substitution Approval

*A motion to ratify the above board approved actions via email by Jonathan Bourgeois, seconded by Alex Henes and approved unanimously.

V. Financials

August 31, 2023 YTD

1. Balance Sheet

As of 8/31/23, the HOA has \$39,100 in the operating account and \$167,191 in the reserve account. Two of the three roof invoices have been paid and are deducted from this reserve balance.

2. P&L

YTD the operating expenses are 20% over budget. This primarily is from a large overage in Repair & Maintenance, Plumbing & Heating and Elevator expenses. There is a \$6,150 drywall repair bill in R&M that should be transferred to reserves. This will put R&M closer to YTD budget. The elevator expenses were all incurred prior to SRG taking over management.

3. 2024 Budget process – draft budget to board soon

The annual budget runs from Jan-Dec. SRG will be putting together a draft budget for the Board for their review. The Board will review and revise and come up with a board approved budget. A budget ratification meeting date will be set. The board approved budget will be mailed to all owners 30 days prior to the ratification meeting. Colorado State law states that unless 51% of the owners vote down

the board approved budget, this budget is automatically ratified.

VI. Old Business

- A. East & West building roof replacement bids – SRG has asked Karbowski Construction and Turner Morris to provide an estimate of remaining life and a replacement cost for both of the other roofs.

B. Projects

Completed

- Garden Lights
- Trash/stair gates
- Trash area steam clean
- Elevator Clean
- Landscaping cleanup
- Garage Lights – approved for free bulbs and labor
- Garage gutter – completed
- Gardening completed by Patti
- Riser room fire system leak – repaired and cleaned up
- Main Street Drain
- Roof
- West building patio cleanup
- 229/230/301 Interior Repairs

Open

- Drywall repairs in garage (from gutter leak) - Suggest holding off until we see results of new gutters. The board suggested that these repairs can be done now since there have been several heavy rains to test the gutters.
- Red Metal Railings / Beams – on hold
- Hot tub cover – temporary cover installed, permanent cover is on order
- Irrigation Blowouts
- Elevator electrical installation – SRG is working to get an electrician to provide an estimate.
- Glass atrium window cleaning – SRG has reached out to Summit Squeegee Boys to do this.
- Balcony tree trimming – SRG has provided an estimate for this
A motion to approve the \$1,000 estimate by Richard Hughes, the motion was seconded by Alex Henes and approved unanimously.

VII. New Business

- A. Final Roof Payment – this was approved in II above.
- B. Change Order Payment – also approved in II above
- C. Heat Tape – two estimates provided. The Board would like this to stay with Karbowski Construction since they have done the rest of the roof

work and this is viewed as part of a roofing system. SRG is to challenge Karbowski to see if a better price can be obtained.

- D. Elevator outlet installation – SRG is working to procure an electrician
- E. 2023 Annual Meeting – scheduled for 12/2/23 at 3:00
- F. Chris Forrest Request – Steve will reach out to Chris so see when he can meet next week.
- G. Ice Melt System – Steve met with Tolin on Monday to review the system. Tolin will be doing a fall service call and a second service call later in the year.
- H. Ice Melt Overlayment – SRG is looking for someone to review and do maintenance.
- I. Siding Repairs – The board approved making siding repairs on several units and the exterior of 229.
-A motion to approve the siding repairs was make by Jonathan Bourgeois, seconded by Richard Hughes and approved unanimously.

VIII. Board Discussion

- A. Alex Henes asked about the cut copper water line on the maintenance list. Steve will look at this with Carlos when they meet on 9/29.
- B. The board asked to get a better price on the Karbowski heat tape bid.
- C. Peggy Gibb's car was leaked in the parking garage. SRG is to investigate.
- D. Alex Henes wanted to make sure Steve had received his email about a broken door lock.
- E. A reminder was given to SRG about doing sprinkler blowouts
- F. Have the backflow tests been done? Are they necessary? Yes, required annually.
- G. Is hot tub preventive maintenance being performed?

IX. Next Board Meeting Date TBD

X. Adjournment

- A motion to adjourn was made by Jonathan Bourgeois, seconded by Richard Hughes and approved unanimously.
- The meeting adjourned at 6:08.