



LA RIVA DEL LAGO
BOARD OF DIRECTOR'S Meeting
NOVEMBER 30, 2023 – 5:00 PM
ZOOM MEETING

MINUTES

- I. CALL TO ORDER
 - A. The meeting was called to order at 5:01
 - B. Meeting attendees:
 - Richard Hughes, President
 - Jonathan Bourgeois, Treasurer
 - Alex Hennes, Director
 - Mark Rudolph, Director
 - Peggy Gibbs, Director
 - Kevin Lovett, SRG
 - Steve Wahl, SRG
- II. INTRODUCTIONS/ PROOF OF NOTICE / QUORUM
 - A. Quorum was met.
- III. APPROVE 10/26/23 BOD MEETING MINUTES
 - A. The 10/26/23 meeting minutes were sent to Board members as part of the meeting packet.
 - B. No modifications were requested to the minutes.
 - C. A motion to approve the 10/26/23 minutes was made by Richrd Huges, the motion was seconded by Peggy Gibbs and approved unanimously.
- IV. RATIFY BOARD APPROVED ACTIONS VIA EMAIL
 - A. 10/30/23 ROOF EXPENSE TRANSFER TO RESERVES
 - B. 10/30/23 BUDGET RATIFICATION NOTICE APPROVAL
 - C. 11/1/23 NOV. BOD MEETING DATE APPROVAL
 - D. 11/3/23 BUDGET MEETING MINUTES APPROVAL
 - E. 11/6/23 RESERVE STUDY APPROVAL
 - F. 11/17/23 INSURANCE RENEWAL APPROVAL
 - G. 11/22/23 BUDGET MODIFICATION VOTE
 - A motion to ratify the above actions approved via email was made by Jonathan Bourgeois, the motion was seconded by Richard Hughes and was approved unanimously.

V. ANNUAL MEETING DISCUSSION

- A. Steve asked about when Peggy joined the Board so he knows when her term expires. Peggy agreed to join the Board on a trial basis. The BOD requested that she be given a 2025 term expiration date and that she can be considered a bona fide Board member.
- B. Steve has received 3 proxies from owners so far.
- C. Steve will send the annual meeting packet to owners asap Friday morning upon BOD review and approval.
- D. LRDL requires only 10% owner participation to meet quorum (4 Zoom participants and/or proxies).
- E. President's report – Richard Hughes will conduct a President's Report. This will include an owner welcome and a discussion about what has transpired and challenges at LRDL during 2023, the switch of management companies, a summary of HOA activities. Richard will also explain the plan to implement a Reserve Study.
- F. Comcast had asked for renewal a year in advance of the existing contract expiration date. As an enticement, Comcast promised no cost increases for 2024, the final year of the existing contract. The Board expressed interest in getting owner input about what services they wish to continue with and pay for. This was initially added to the Annual Meeting agenda but the BOD wishes to get additional information on costs and services prior to opening this up for owner input. It was acknowledged that many owners, guests and tenants are using their own personal subscription services and TV may not be worth paying for. The BOD also acknowledged that Comcast will likely make the additional services very cost competitive. Steve will remove the Comcast discussion item from the Annual Meeting agenda.
- G. The BOD brought up the 300-level painting project and the need to get this done. The BOD had previously determined that this would be pushed out to the next budget year. There are concerns about the condition of the metal stairs and the main metal horizontal support.
- H. Open Maintenance Item Discussion
 - Boiler/mechanical room door security. Alex Hennes expressed a concern about making sure that these spaces be secured in order to avoid anyone getting access to the building's electrical and mechanical systems. Steve Wahl stated that the electrical room is definitely secure and that he uses a key to open that room regularly. The boiler room double door has a lock and a door closer, but he will double check to make sure the door closes automatically and have it fixed if necessary. Steve has keys for both rooms.
 - The BOD asked about updating the garage opener codes and the status of acquiring additional garage door openers. Steve said that he has an appointment with DH Pace but had not pushed them about the appointment since there were comments about

- whether, and how many, new openers were necessary. It was determined that there are some savings when ordering more openers. The BOD approved purchasing 6 additional programmed openers. These are sold to owners at HOA cost. The BOD also wants to get the keypad codes updated to help with better security.
- Parking – people are parking in reserved spots. It is assumed that other owners are telling guests that they can park in these spots. The BOD is not requesting towing at this time.
- The BOD would like to have a discussion about Short Term Rental regulations and owner compliance with these regulations in the future. Alex Hennes added this to the maintenance list as a place holder.
- The BOD mentioned that the trash cans by the elevators are always full. Steve Wahl has asked the SRG employees who maintain the hot tub to make sure these are emptied a couple of times a week.
- Siding repairs were brought up. Several of these siding issues were taken care of in November during an Indian Summer week. Peggy Gibbs stated that she still has a significant gap on the siding on her patio side and that this needs to be caulked in order to avoid water getting behind the siding. Steve is having one of the SRG maintenance techs caulk this until it can get a permanent fix in the Spring.
- Alex Hennes has seen some ice/snow buildup on one of the west building cornices above #229. Is this a heat tape issue?
- There is still some drywall in #219 that needs repair. Alex Hennes is going to observe it a bit longer to ensure that the leak is gone.
- The BOD wants the security gates better secured. People can reach their arms behind the gate and open them at this time.
- Unit 230 still requires drywall repairs in the closets.
- SRG is to work on getting quotes and costs for the items on the Maintenance Log and completing the cost field in the spreadsheet. This will better allow the BOD to budget for 2024, identify which items are operating costs and which are capital expenditures, and plan the timing of the projects.

VI. REVIEW 2023 ANNUAL MEETING AGENDA

A. See section V above.

VII. FINANCIALS

A. The financials were not discussed in detail. Jonathan will give an overview at the Annual Meeting. Steve has included a Financial Report in the Annual Meeting Packet

- 2023 Year-to-Date Review

- Reserve Budget Plan
 1. Steve will have a reserve sheet available to share at the Annual Meeting
- 2024 Board Approved Budget
 1. The Board Approved revised budget was email previously to owners.
 2. There will be time provided at the Annual Meeting for owner questions and discussion.
 3. The 2024 Board Approved budget will be ratified at the annual meeting on Dec. 2.

VIII. MANAGING AGENTS REPORT

- A. Steve Wahl has included a Manager's Report in the Annual Meeting packet. There is an extensive list of completed items in this report. Steve will present this report at the Annual Meeting.

IX. NEW BUSINESS

- A. Security Cameras
 - Not discussed in detail
- B. Trash Gates
 - A proposal has been received from Strategic Fence. This request was made by Carlos, the commercial owners.
 - This will be discussed after the BOD has a better idea of the costs for all items on the maintenance list.
- C. DH Pace Service – code change/openers
 - This service was approved. It is scheduled for the week of Dec. 4.
- D. Mary Winquest of #230 has a request for carpet reimbursement from the previous roof leak. Steve Wahl will reach out to her for this request.
- E. Chris Forrest sent a reimbursement request for additional water damage items. The Board asked Steve to review the request but implied that they are open to pay Chris if it is several hundred dollars.

X. DIRECTORS UP FOR REELECTION

- A. Richard Hughes' term expires at the Annual Meeting. Richard is not pursuing an additional term at this time. Steve Wahl will solicit nominations when the Annual Meeting notice is sent and nominations from the floor will be requested at the Annual Meeting.

XI. ADJOURNMENT

- A. The meeting commenced at 6:07