

Lakeview Condos HOA – Board Meeting Minutes

February 14, 2021

11:00 a.m. Mountain Time

Weblink - <https://meet.google.com/veu-injj-ber>

Phone - +1 617-675-4444 Pin: 418 455 360 1914#

1. Call to Order:

The meeting was called to order by Carolyn Hime (302), as President, at 11:02 a.m.

2. Attendees:

- a. Board Members: Carolyn Hime #302, Tom Brennan #404, Kevin Keegan #201, Corrie Woloshan #502, Brandon Maki #405
- b. Vacasa: Ben Sloman, Regional Asset Manager & Kate Bauer, Accounting.
- c. Other Owners: Steve Hartstock #102, Casey Martin #E, Cassandra Covotsos #505, David Oelker #402, Melissa Livingston LD Theatre #403

3. Quorum: As all 5 Board members were present, a quorum was achieved.

4. Review & Approval of Prior Meeting Minutes:

Corrie Woloshan read the minutes from the August 27, 2020 meeting. Carolyn additions to minutes: 1) on 3rd paragraph that Vacasa agrees to train facility manager on their systems at no additional charge and 2) Pricing for audit might range from \$2,500-\$3,500. Kevin moved to approve minutes as amended. Tom 2nd. All moved to approve.

5. Financials (December, 2020) presented by Kate with Vacasa:

- a. Today's Balances – Operating acct. \$21,874.79, Reserve acct. \$89,126.43 reviewed operating account.
- b. Variances – variances were reviewed and overages of budget.
- c. Aged Account Receivables \$5,456.27 of which \$2,544.32 is Over 30 Days past due – discussed AR report for any pre-payments by 305 + 501 in 2020 and possibly due to dues increase mid-year.
- d. December MTD Operating Shortfall \$7,541.41 unfavorable to budget \$7,310.74 includes Blue River Boiler Repair, High Country Waterworks.
- e. YTD operating shortfall \$1,316.92 unfavorable to budget by \$3,526.57
- f. Overview of recent boiler work was discussed.

6. Old Business:

- a. House Rules Update – leave as-is for now.
- b. Governing Documents review/discussion if there is a need or want for an update – still to-be reviewed. Kevin has volunteered to review. Ben discussed potential cost options, approximately \$4000 to review governing docs.
- c. Architectural guidelines update discussion– Ben suggested standard for sound transmission for floor underlayment in condos. Carolyn moved to require any new hard surface flooring to have an underlayment with 70-STC rating (Sound Transmission reduction). 2nd by Tom & Kevin and approved unanimously. (POST MEETING REMINDER- House Rules state that existing units above other units with hard surface flooring without sound underlayment must have 75-80% of the area covered with area rugs over living and sleeping areas.

7. New Business:

- a. Drain line clogging: Various clogs over the years of drain lines. Sometimes between units, sometimes within the unit. If within the unit it's responsibility of owner. If between it's HOA responsibility. How do we determine clear definition: Carolyn suggests anything outside of unit wall is HOA responsibility. Kevin points out that tub drain is below the unit and outside of wall and suggests further definition: i.e., does it service one unit or is it common? Questioned if drain lines need to be jetted – suggested to implement a

program possibly to include flushing with Drainex or similar product as this used to be done once or twice per year.

- b. Snow plowing of the parking lot: Carolyn to discuss with Bernie.
 - i. Snow storage should be in N/W corner near space 505 not in emergency spots and next to Yacht Club lot -- lot of snow is in emergency spot so it cannot be used. Bernie has been asked to make this change so emergency spots can be used.
 - ii. Take plow signs down after plowing – signs left up for days so residents don't know when to move vehicles to clear lot. Brandon mentioned: Bernie does a lot of knocking on doors to get cars moved but sometimes unsuccessful and towing hasn't been initiated. If snows a lot people know to move vehicles but, for example today is a plowing day but there's only 1-inch of new snow and 5-vehicles left in lot.
 - iii. Sticking cars remaining in lot
 - iv. Towing cars
 - v. Discussion of policy to plow 11am – 1 pm but signs saying be out by 10 or towed – suggestion to have cars removed from lot 1-hour prior to plowing to give time.
 - vi. Center chain down sometimes for days after plowing – Brandon mentioned this has only happened a couple of times, not a huge issue. Moving vehicles to clear lot is the bigger problem.
- c. Major 2021 project: Get bid from Highlander and hopefully 1-2 more bids on elastomeric painting building and pipes (David Jimenez 970-262-9013 (w) and cell 970-376-4776) – Carolyn requested Ben to follow-up with Highlander Plaster for bid. Ben mentioned he does not know anyone else in County that does stucco or elastomeric painting, Ben has not done this elsewhere.
- d. Fireplace Removal:
 - i. 402 renovation and stone fireplace removal can't be done without structural support of fireplace above it and keeping flues from units below intact. – Ben contacted new owner. Still waiting on some other things as well. Owner states only wants to do demo right now but didn't specify if wanted to demo the fireplace or not. Carolyn mentioned fireplace cannot be demo'ed without support structures to replace. Steven Hartstock shared they have Fox Engineering design plans for structural supports upon fireplace removal for any future owners who might need, originally received by prior owner Stephen Meier. Urged that we do not allow removal of fireplace without structural support in place thereof as it may cause long term structural damage to the building. POST MEETING findings- It turns out the fireplace stone can be removed, but not the 4" CMU (concrete masonry wall) behind the stone that supports the unit above without an engineered beam. The stone removal has to be carefully done to not damage the CMU.
 - ii. Unit F has removed the fireplace and CMU wall without Board approval or permits, but we are unsure if they have installed the required support beam. Would like Vacasa to send registered letters to require correction immediately to F and 402 if needed.
- e. Roof Projects: Larger 390 building 15-year roof warranty from Arapahoe Roofing is up some time around Aug 2021 and condition of that roof and smaller roof. Carolyn called company last year to see if they would come look at roof. Smaller building roof is a little newer and done by different company. We need to find out condition of both roofs after snow clears to check and see if anything needs to be done under warranty with large roof. Brandon to spearhead roof projects, Carolyn to share documentation.
- f. Minor Projects – see photos in link <https://www.dropbox.com/sh/ghfm4u2n3p3xha8/AAB7G-6f-cSzDY-dhnT3Dn5Xa?dl=0>
 - i. S/W corner of big building siding corner missing from ground near yellow pillar. (Vacasa thought Bernie or Bryan could fix.)
 - ii. Fence gate needs more pickets replaced or rebuilt.
 - iii. Storage of trash and items on balconies. Some items don't impact other units and some do. (Items on ends of balconies on small building don't impact other units much, but items on balconies on ends of big building impact next door units much more.) – all in favor of more consistency in enforcement of house rules. No storage on balconies of any items including

chairs. Safety hazard. Bernie needs direction to walk property once-per-week on X day and tag safety hazard items stored on balconies. Need a more structured weekly task list.

- iv. Loose stair tread big building west stairwell, 2nd tread up from landing between floors 4 and 5
- v. Bernie was to put trim around big building lowest central staircase exterior window and on small building west corners on north and south sides and paint all to match trim.
- vi. One washer still broken – Bernie contacted laundry company to fix.
- vii. Talk to Yacht Club’s management firm about trash container being returned further back in stall – Bernie is contacted with dumpster overflowing. Big issue is seems to be dumpster for the entire Town and trash ends up all over the parking lots and roads. We have been charged for removal of stovetops, mattresses, countertops, etc – these costs should be split with Yacht Club and billed to them since there’s no way to determine where debris came from. Vacasa to talk to Summit Resort Group about this.
- viii. Cinder blocks in front garden beds
- ix. Trash in front and back of smaller building (near stairs and near parking lot)

8. Other Items:

- New owner of 505 inquired about requirements for short-term rentals of their unit. Need for short-term rental license with Town, business license with Town if not using management company for rentals, and binder in unit with House Rules.
- Need for delivery of new owner welcome packets.
- Updated Owner Contact List requested – Ben to send out updated list of owner contact information.
- New owner of 402 mentioned he requested and has been waiting for approval to work on property since October and only recently received response. The fireplace is not being touched. He just needs approval to demo the property and work on it in stages. Wants to improve the property, does this around the country and has yet to personally see the unit. Not getting a response from management company. Carolyn extended her personal email for communication going forward.

9. Next Meeting:

Typically the next meeting is in July. Need for more frequent meetings discussed to follow-up on overdue items. Suggestion of holding a meeting every 60-days.

10. Action Items:

- Implement annual drain line cleaning program
- Kevin to review Governing Documents and initiate discussion on potential need to update.
- Carolyn to discuss snow plowing with Bernie.
- Ben to follow-up with Highlander Plaster for bid
- Brandon to spearhead roof projects
- Vacasa to structure weekly task list for Bernie including direction to walk property once-per-week on X day and tag safety hazard items stored on balconies.
- New Owner Welcome Packets sent to new owners of 505, 402, and all new owners to follow.

11. Adjournment:

As no further business was presented, Carolyn adjourned the Meeting at 12:07 p.m.

I hereby attest that these minutes are a true and accurate account of the meeting thus held on February 14, 2021.

Minutes respectfully submitted by:

-Corrie Woloshan

Lakeview Condos HOA Secretary

Merged with Vacasa minutes by Carolyn Hime 4/23/21