

Lake Forest HOA--Siding Renovation Project

Construction Committee Meeting

MINUTES

September 12, 2019, Thursday 6:00-7:30pm

Location: Summit Resort Group

Call-in option: 1-877-858-5743 and the pass code is 174455 (moderator code 7343)

Members: Kathy Chinoy, Dennis Murphy, Hub Helm, Patti Tofe, David Ehrenberger (Chair); Ron Drake (Owner's Representative). Absent: Bob Seibert

Owners present: Pete Shaub A101 (in person); Keith Willy F303, Ken & Sandra Baurer B101, Jay Wurts F305, Judy & Chuck Bohn A301, John Huston B303, Karen Bacon A201, Ron Joy A303 (all by phone)

Attachments: Minutes 7.24.19; Invoices Approved/Paid: EC 7.23.19, 9.5.19; Drake 8.5.19, 8.26.19, 9.3.19

AGENDA

1. Minutes: 7.24.19 approved unanimously without modification.
2. Owners Representative Report (Ron Drake):
 - a. Construction Timeline and Status: 20th week (out of 26 weeks)
 1. Siding, decking, rails, doors and windows—Ron provided updates on Buildings A-D. Inspections have been completed on windows and doors in Buildings A-C. Windows and doors installation to begin next week in the last Building (D). Trim carpenter beginning on Building B, followed by hardware, screens etc. Last material shipment will arrive tomorrow (siding trim and outside corners). Buildings A & B should be done within the next 2wks. Regarding deck upgrades, joist fasteners (original) have been discovered to be missing on multiple Buildings A - D.
 2. Trim finish work: Interior trim work will be finished on Buildings A-C by end of next week.
 3. Garage Doors—Gore Range Garage Doors: Flip Rys will be finishing the remaining 23 garage doors (weather strips etc.) next week. Some owners have also had Flip install/replace keypads and openers. Garages near A – B will not have bottom striping replaced since it was replaced March 2018.
 4. Decks trim on Buildings E&F: there is still some finish work to complete. Caulking is complete on Building E but still needs touchup paint. Ron is maintaining these items on a punch list.
 5. Wainscoting: making excellent progress. Awaiting the ledger (4") delivery—should arrive ASAP.
 6. Rotted railroad ties were removed, concrete wall poured and wainscot stone installed. Some railroad ties remain where the deck posts were removed (3 places)--these will be refinished for better aesthetics.
 7. Sloped (shed) roofs on the handicapped entrances, Buildings A&B, are being completed now. Roofing material: metal roofs are being priced out now—these will look much better than asphalt on these highly visible surfaces.
 8. New vent covers are now on site and will be installed ASAP.
 9. Project Timeline: Ron confirms that we are on target to complete all exterior work by the October 15 project end date (windows/doors, siding, trim, decking, railing, wainscoting, painting, garage work, vent covers, etc.). Kathy confirms

this from a discussion she had with Ed earlier today. Dennis is also agreement but stresses that the timely delivery of the last materials (above) is critical. Diamond Kote will be under pressure to make good on this delivery date—our project is their largest project in Summit County and Diamond Kote would appreciate good press.

- b. Owner Issues: Sue Sorenson patio doors—Dennis has unsuccessfully contacted Sue several times to personally examine the patio door problems and will work to get this done with Ron tomorrow; Garage nail issue resolution—2 owners elected the OSB paneling for resolution and all others will have the nails bent over. Hub notes the electrical feed pipes are broken outside his unit—Ron will follow-up and examine. Molly McGuire and Scott Hughes: extruded metal at the top of their patio door needs repair/replacement.
 - c. Subcontractor updates (Ron). Fire alarms were going off repeatedly 10 days ago due to some work by the stone masons—fire fighters came out 5 times. Notably the fire department did not bill our HOA for this.
3. SRP Budget, Revenue & Invoice Update (K Chinoy, P Tofe, D Ehrenberger):
- a. Invoices approved for payment—attached.
 - b. Project status re budget—briefly discussed the approved invoices and payment to date. We are over budget on legal and administration by ~\$6,000. Patti is detailing the expenditures to date but we at \$1,661,000 (~50%) of the total budget. Special Assessment payments are near 100%—Kathy will present the balance at the Board meeting 9.16.19.
4. SRP Issues
- a. Acknowledgement of the great work being done by the Excellent Construction worker crews (K Chinoy)—follow-up: Kathy wrote personal thank you notes which were given, along with \$50 each, to all of Ed's subcontractors. This was very much appreciated.
 - b. Unit A101 and stairwell wall crack—update: Dennis has researched with Ed and the concrete stairwell wall leakage is due to an improper concrete pour and use of ties at the time the HOA was originally built. We are evaluating a repair approach involving sealing from the inside out (Dennis' SWAG: cost may be ~\$20k). Proper guttering will be important as well. This repair work and the related flooding in A101 was discussed with Mr. Shaub (present).
 - c. Unit A102: damage to new sliding door—Ed has ordered a new sash for replacement.
 - d. Spa: rock wainscoting on the bare concrete will not be practical due to the complexity of the concrete and piping around the spa. Paint will be used to upgrade.
 - e. Unit Security process—reviewed the process and import of unlocking units for project work and timely locking afterwards.
5. CC Subcommittee Reports (all)
- a. SRP Punch List—discussion. Ron has a punch list process. Ehrenberger will send an email to all owners with an invitation to email any residual concerns—those that remain after their unit is 'finished'—to Ron, Ehrenberger, Murphy (not to Kevin/Keith). This email letter will accompany the Owner Update email next week.
 - b. Signage, Building and Garage Numbering—Sign Tech proposal (H Helm, D Murphy) includes an initial cost ~\$17k for the vestibule peak. Building entrance numbers: Dennis is recommending 6" raised stainless steel Building letters and addresses: approved by the committee. Deed records indicate Building letters and numbers so the plan will be to again use both in the vestibule peaks. Dennis also proposed exterior grade, glossy, "chrome" 1.7" plastic numbers/letters applied to a thin vertical plaque for

the garages and sides of the vestibules: approved. Hub recommended lighting in the vestibule peaks and sides to illuminate the addresses/unit numbers—Dennis will investigate this good idea. Finally, Dennis proposed 4” Brass numbers and letters adjacent to the Unit doors on Buildings A-D (to match those on Buildings E&F). These are low cost, same color as most door hardware and have been ordered and received: approved. NOTE: samples of all proposed letters and numbers were provided at the meeting.

- c. Vestibule Renovation/Painting (above)
- d. Communication with Owners—SRP Owner Update to go out next week.
- e. Asphalt repair—proposal (K Chinoy)—tabled. To be added to the next Board Meeting agenda.
- f. Owners Forum: Jay Wurts asked if the tan Garage roofs will be painted. This is outside the renovation project scope but can be presented to the Board for consideration.

6. Next Meeting: TBD (~end of 1st week in October)

--David Ehrenberger