

Lake Forest Condominium Association
Board of Directors Meeting
Saturday, May 16, 2009
County Commons

Board Members	Doris McFeeters	204A	Dave Haraway	305F
	Jaramy Karns	206F	Bob Bruyn	205F
	Marshall Blaney	103C		

Others	Bob Polich	Mountain Systems, Inc.
	Mike Castaldo	Premier Property Management
	Gary & Laurel Cushner	Unit 101A
	Loren & Susan Piper	Unit 102B

The meeting was called to order at 2:11 PM by President Dave Haraway.

Minutes. *The minutes from the March 21, 2009 were approved as written. (McFeeters/Karns,5-0)*

Owner Comments. There were comments regarding the entrance cleaning to Building B during the construction work in Unit B-101. A request was made to give the B entry more cleaning during the construction period. There was a question regarding documentation of the authorization of owner improvements in the B entry in prior minutes. There was a comment of owners violating the rules by allowing their tenants to have pets. There was a discussion on regulations regarding vehicle storage on the property and not utilizing the garage for vehicle parking. The Documents of the Association require the garage to be available for vehicle parking. A natural gas smell at times between Buildings A and B was reported. Xcel Energy indicates a faint smell of gas should be expected in the early morning periods due to the vents on the meters.

Association operations and maintenance.

Unit B-101 Insurance Claim. The repair of the water damage in Unit B-101 was slowed from conflicts with the owners and the Association insurance regarding the scope of the claim. At this time, the deductible billing has not been paid. Interstate is the contractor retained by the insurance company for the Association. Interstate was currently working in the unit again after waiting for the contractor retained by the owner to finish work. It was estimated there was two to three weeks of work in the unit pending resolution of issues concerning the scope of the work.

Property Management Report. Prior to the meeting, the Board of Directors toured the property with Mike Castaldo of Premier Property Services. Areas toured included the damage to the lower wood siding on the lakeside of Buildings A through D; water intrusion from snow at the Building D entrance (and to a lesser degree at all Building A through D entries; concrete failure around some ground floor railing posts; parking lot asphalt cracks and water intrusion areas in front of Building F; ant control; and elimination of intrusion points in the buildings for birds.

Mike reported the spring clean up of the project was in progress. The clean up this year is taking more time due to the small debris from the roof work last fall. The landscaping sprinkler system was scheduled to be activated next week. Fertilization of the grass and application of weed spray

was in progress. The flower barrels would be planted as soon as weather permits. The three trees transplanted last year have been inspected by Neils-Lunceford Landscaping and are doing well. The fire sprinkler room closets in each building were to be cleaned and rearranged. The Board confirmed the policy to kill grass around the landscape rock borders for more efficient maintenance. Inappropriate plantings in common areas that were partially dead would be removed.

Fire Sprinkler Inspection. A problem with obtaining parts for repairs of the fire sprinkler system has been discovered. The semi-annual inspection would be done in the next few weeks. Pending a resolution of the parts problem, the painted sprinkler heads identified in the last inspection would be replaced or cleaned.

Excess Water Usage. Excess water usage from December 2008 through March 2009 from the Town of Frisco water bills was traced to a toilet running in a unit used for short term rental in Building F. There was a discussion of the excess usage cost and the Board directed the cost be billed to the owner.

Unit 1600 Heat Tape. The common heat tape for the roof above Unit 1600 could not be connected to the common power source and was operated from the electricity for the unit. Bob Polich of Mountain Systems provided the Board with a six year summary of the electrical cost allocated to a per day kilowatt usage factor. There was a discussion of how to compare the cost of normal winter electrical usage in the unit including the additional lighting and furnace operation to the electrical demands of the heat tape. The Board felt there should be some additional consideration of the calculation prior to a final determination of the appropriate amount to allocate for heat tape usage. *A motion was approved to reimburse the Unit 1600 owner \$500 for common utility usage immediately pending a final accounting of the cost determination. (McFeeters/Karns,5-0).*

Financial Report. Bob Polich provided the Board a financial summary through April 2009. The report was available from the web site. The Association was \$17,455 over budget primarily from \$9,000 in additional snow removal cost, \$10,000 in heat tape and garage roof work during the winter, and the excess water usage of \$1,700. The reserve fund has \$7,500 allocated to painting touch up. The current year end projection is for the Association to have approximately \$26,000 in reserves available.

Dam Road Housing. There was a brief discussion of potential use of Forest Service land on the Dam Road near Lake Forest. While nothing is formally proposed, the area remains under consideration of land trades to allow affordable housing or to be used by the Forest Service for new facilities and seasonal housing.

Legal. The attorney for the Association had provided an informal proposal for reduced legal costs through an annual retainer. The Board requested a formal proposal be obtained to be reviewed by the Board.

Annual Meeting. The Annual Meeting was scheduled for Friday July 3, 2009 at 3 PM in a meeting room at the Frisco Holiday Inn. A potluck would be held at the spa area following the meeting. The Association would provide burgers and brats. Three positions are available on the Board of Directors at the Annual Meeting. The Board of Directors is currently set at seven members. Following discussion there was no action taken regarding changing the number of members serving on the Board.

2009 Maintenance Projects. Mike Castaldo provided proposals to the Board for several maintenance projects. A proposal for correction of the entryway water intrusion from snow at Building D was \$400 to expose the problem area and seal. Not included in the proposal was the replacement of siding, but the anticipation was the siding would not need replacement. There was a discussion regarding the problem existing to some degree at all eight entries. *A motion was approved to authorize entering into a contract to correct all eight entryways in Buildings A through D at a total cost not to exceed \$3,000. (McFeeters/Bruyn,5-0).* Mike provided three cost proposals to remove and replace the lower siding on the lakeside of Buildings A through D. Using the current cedar material was \$6,000; a composite material with a shake look was \$4,640; and a composite material with an appearance similar to the current siding was \$4,800. A proposal using rock instead of siding was \$17,700. There was a discussion if the composite material would provide long-term protection due to the contact with snow accumulation over the winter. It was felt a repair was necessary at this time, and the composite material provided a cost efficient solution for the next five years. *A motion was approved to authorize the installation of the alternate siding composite material at a cost of \$4,800 for material and labor. (McFeeters/Marshall,5-0).* The electrical connections used for the heat tape were not sized adequately to power the tape or to allow the use of more cost efficient 240 volt heat tape. Prior to a discussion of the bids, Mike reviewed with the Board he was a bidder for the work and this could be considered a conflict with the Board and other bidders. The bids obtained were Snake River Electric for \$20,589; Premier Property Services for \$22,800; and John Winston for \$29,000. The Board discussed prior problems with other contractors and the intent of obtaining the best value for work on large projects. *A motion was approved to authorize replacement of the electrical heat tape system with Premier Property Services at a cost of \$22,800. (Blaney/Bruyn,5-0).* Following the approval Mike indicated he would reduce the cost from \$22,800 to the low bid of \$20,589. Mike indicated a letter from Kaupas Spas had been received indicating the condition of the spa tubs did not require the units to be replaced in the near future. The hot tub covers would be replaced as required. It was indicated there was no evidence damage to window screens was from the roof work and any screen problems were a reflection of their age. It was acknowledged that there were areas where the landscaping mulch should be replaced, but there were no funds available for this. Owners could replace the mulch near their Unit, but only if the replacement was the same type and quality as used on the property. Mike suggested the concrete parking stops at the spa should be removed as they were not necessary and interfered with snow plowing. *A motion was approved to allow the removal of the concrete parking stops at the discretion of Premier. (Karns/Blaney,5-0).*

Other. Mike Castaldo indicated he would have back surgery in July. He would try to have the major work at Lake Forest completed prior to the surgery. Mike would be out for two weeks and his activity would be restricted to supervision while in the recovery period. There was a discussion of updating parking regulations per the Documents. Information would be provided to the Board to provide owners with proposed rules at the Annual Meeting.

Next Meeting. The Annual Meeting is July 3, 2009 at 3 PM. The Board of Directors meeting is tentatively scheduled for Saturday September 12, 2009 at 2 PM.

The meeting was adjourned at 4:45 PM.