

Lake Forest Condominium Association
Board of Directors Meeting
Saturday, September 6, 2014
County Commons

Board Members	Dave Haraway	305F	Doris McFeeters	204A
	Ben Duhl	201E	Marshall Blaney	103C
	Thane DePuey	301E		
Others	Bob Polich	Mountain Systems, Inc.		
	Lindsay Emore	E More Maintenance		

The meeting was called to order at 12:40 PM by President Dave Haraway.

Minutes. *The minutes from the May 31, 2014 meeting were approved as written. (DePuey/McFeeters4-0).* Marshall Blaney arrived to the meeting after the minutes were approved.

Owner Comments. No owner attended the meeting. Since the May meeting, approvals have been granted for Pella sliding glass door replacement for Units C202 and F302. There was a discussion of pending sales in Lake Forest.

Election of Officers. *Officers were set as David Haraway, President; Thane DePuey, Vice-President; Doris McFeeters, Treasurer; and Ben Duhl, Secretary.*

Property Manager Report. Lindsay Emore of Emore Property Maintenance presented the property report. The Board has approved via email authorization for Emore Maintenance to do touch up painting on the property including garage doors. Based on sun exposure some of the garage doors were touched up and others completely repainted. Seven gallons of paint were used and the Board felt the internal touch up painting was a good value and looked good. There was a discussion of snow removal in front of the doors.

Lindsay obtained two bids for crack fill from APeak and Double M for \$4,500. The primary cost is the concrete pan area. It was felt the crack fill could be deferred this year and included with the seal coat next year.

The replacement hot tubs were working well. There was a continued problem with overheating of the south tub that was installed in 2013. Timers have been installed to shut off the tanks to minimize heat buildup. A correction would be to replace the pump at an estimated cost of \$500 or modify the existing pump motor from 1 hp to 3/4 hp. Excess heat in the control room has been better controlled with the installation of additional ventilation grates and fans. *A motion was approved authorizing the replacement of the pump on the unit installed in 2013 at a cost to not exceed \$500. (McFeeters/Blaney,5-0).* There was a discussion of unauthorized use of the hot tubs, after hours use, and non-residents using the bathroom to change. The tubs have been locked nightly and Lindsay will make sure the closing staff also lock the gate.

Lindsay indicated there was a problem with the irrigation system controller that caused areas to not be watered. Lindsay fixed the controller. The Board agreed the lawn should be left higher and only mowed weekly. A request was made to weed whack the dog walking path at the end of the project.

Summit County recycling is no longer accepting glass in one-stream pickup recycling. Separated glass is accepted at the Frisco recycling center. Lindsay would install new signs regarding no glass in the recycling. There was a discussion of adding recycling containers. Due to budget constraints and space limitation, it was decided to not add additional containers at this time.

Lindsay provided a proposal for reduced cost snow removal for Lake Forest at \$115 per hour for a machine and \$85 per hour for a truck. Lindsay indicated the frequency they are at the property for maintenance would improve the overall snow removal. The Board was pleased with the prior work by Helton, but understood the benefit of using the site manager. *A motion was approved to use Emore Maintenance for snow plowing at the rate of \$115/\$85 for the 2014/2015 season.(Haraway/DePuey,5-0).* There was a discussion of Lindsay monitoring the hand shoveling to confirm the action hours worked and the work performance.

Lindsay reported Helton was still scheduled to work on the drainage area between B and C before winter, but this was dependent on his work schedule. A unit owner had complained about bats in the building. Lindsay was meeting with a bat removal company that provided an estimated cost of \$1,500 to \$2,000 to remove the bats and seal the area. BigFish Construction could be used in the future to repair trim boards and access points. Lindsay would obtain an estimate for the removal of the lower roadway asphalt and garage pans, re-grade the drive for a center drain away from the garages, and replacement of the asphalt.

Gas Meters. A request to consider roof over the gas meters was made at the annual meeting. A follow up discussion indicated the installation of roofs only over meters subject to ice falls was acceptable. Lindsay would determine the meters susceptible to roof ice and obtain a cost for the roofs.

Financial Report. Bob Polich provided a financial summary for the seven months ending in July 2014. The summary included a year-end projection and a draft 2015 budget. Snow removal was \$16,000 over budget. Savings in other categories reduced the total operating overage to \$9,000. Removing painting and crack filling from the reserve fund for 2014 work would result in the projected overall budget ending better than budgeted. The 2015 draft budget was based on a 2% operating assessment cost of living increase and retaining the existing reserve fund assessments. Operating expenses were determined based on prior year history and expected rate increases. Overall, the 2015 operating expenses were budgeted lower than the 2014 project actual cost assuming lower snow removal costs. The line of credit loan was projected to be \$50,000 at the end of 2014 and reduced to \$40,000 in 2015. Reserve fund expenditures include \$55,300 for a major touchup painting, lower garden mulch replacement, and seal coating of the parking lot. There was a suggestion of obtain an Xcel utility audit to determine any potential cost savings. Previously the Association installed LED lighting and received an installation rebate.

Rules & Regulations. There was a clarification of the current policy regarding pets. More than one pet required approval of the Board. Only owners are allowed to have a pet. There was a discussion regarding using a Lake Forest color dog tag to allow easy identification of authorized pets. Owners should be reminded of their obligation to follow leash laws and pick up after their pet.

Window Replacement. The owners of Unit 1600 desired to replace their two north facing windows. It was suggested the location and difference from the main buildings would allow a window installation to determine the building construction and appearance of the new windows. Members of the board remained split on the type of window to be used and if individual installation should be allowed. There was a concern the installation in Unit 1600 would not be well received by other owners that currently are not allowed to replace their main bedroom window. Marshall Blaney had left the meeting prior to the window discussion. *A motion was made to allow the installation of two windows in Unit 1600. (Duhl/Thane). As Blaney had left the meeting, the vote was held by email and the motion approved 4-1.*

Next Meeting. The next meeting was scheduled for Saturday, November 22, 2014 at 12:30 PM. The annual meeting was scheduled for Sunday, July 5, 2014 at 3 PM.

The meeting was adjourned at 3:29 PM.