

LAKE CLIFFE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING

The meeting was called to order at 5:09 PM, June 7, 2023.

All board members were present.

Owners present: John Nixon, Keri Dawn Solner, Kristen Link, Linda Gregory, Lin Merage, Mat Ramey, Mike - E108, Nancy Peters-Focus, Heber Rojas-Focus, Patricia Penta, Shannon Greer, Shawn Horvath, Steve Miller, John Becker, John Hayden, Mike Margolis, Barb Zimmer, Jane Johnson, Fred Van Vurst, Dave Kahn, Dianne Bernez, Alison B305, Shannon Greer, Irene Parungo, Shelby Ramey, Terry Leprino, Ray Dean, Tony Thomas, Camille Van Vurst, Judy Wiesner, John MacDonald, Ben Johnson,

A motion was made by John Nixon and seconded by Judy Wiesner to approve the April meeting minutes. The motion was unanimously approved by the board.

April financials were reviewed by Judy Wiesner:

- Cash on hand was \$306,000
- Borrowed from Reserves: \$151,000 to cover Operating expenses that are over the budgeted amounts.
  
- Budget Overages for Operating Expenses include:
  1. Bulk Gas for clubhouse and condo buildings: the amount remaining for the bulk gas will most likely be insufficient due to rising costs. This most likely will be due to the Saudi's cutting oil production by a million barrels a day starting July 1, 2023
  2. Snow removal for the roofs and ground was over by \$40,000
  3. Insurance premium exceeded budget by \$239,000 - 1st quarter premium was due in May for \$81,000.

Reserves total is \$395,000.40

A motion was made by John Nixon and seconded by Ray Dean to approve the April financials. The motion was unanimously approved by the board.

Owner comments were requested to be moved to later in the meeting.

**Focus Property Management, Heber Rojas Rport**

1. Focus is in the midst of replacing the external light fixtures outside of the front doors of Buildings A and B, 48 have been completed
2. Clubhouse has been cleaned, windows washed, showers/restrooms have been deep cleaned, the odor to the clubhouse is gone and the pool and hot tubs are being taken care of the the Focus staff.
3. The water for the hot tubs will be drained and replaced every few days during the busy season
4. The locks have been replaced for all boiler room doors.
5. The landscaping has begun with trees and shrubs being trimmed, weeding of the flower beds, and repair of the irrigation system
6. Pruning tree branches - fire assessment of trees- mandatory to maintain safety from fire
7. Photos of before and after shown, 1st mowing, maintenance of lawn equipment
8. Working with sprinkler systems - many lines broken - lookin for leaks, seems to be under control, found a few leaks, R&H helping with leaks of water lines
9. Certification training of the management staff caring for the spas and pools is in process, Harbey and Tato live on site. Focus is paying for their course 35 hrs - finish by end of month. Heber is pool/hot tub certified.

10. Heber and Nancy each receive 10-15 calls / day and they respond right away to each of the calls.
11. Altitude Snow Removal (ground) was provided the damage report for fences to be repaired
12. Clubhouse now has a phone line as required for emergencies. The phone is not for general public use, only for emergencies.
13. Focus has set up Simple Text, an application to communicate with owners to notify / communicate directly, by building or entire complex.
14. Heber commented to everyone that in his experience Lake Cliffe has the best board of directors - proactive, diligent, immediate response to Focus, board resolves problems very quickly. This is the most active board in his history with HOA's.

### **Owner Comments to Focus**

Comments from owners - this is the cleanest the clubhouse has been and very quick response to owners  
Ben Johnson - sprinklers on while raining, smart solutions app is available to help save water  
Focus commented that it appears the former management team did not blow out the irrigation system which may have caused cracks in line. R&H will repair next week. Previous shut down/blown out 2018

### **Electrical Project**

Nancy Peter of Focus reported there are 2-3 units remaining and are scheduled , next Mon-Tues, this will be followed by the remaining work in basements of A, B, and C, and lastly will check the Clubhouse, 7-10 days

### **Clubhouse Beam & Rear Step**

Beam and step replacement of clubhouse - more to follow. 3 estimates due for the beam.

### **Asphalt Repair of Parking Lots**

Asphalt repair - new numbers were provided by A-Peak of Summit County. The cost has gone up significantly since the bid in 2022 due to the rising cost of the asphalt. Heber reviewed the asphalt for repairs, not as extensive as A-Peak, Focus will quote to patch and crack seal, not same level of repair - less costly. No final decision made at this time by the board

Building A is bad, E is terrible, need patching across campus, B budgeted \$70k as Special Assessment from 2021. Bid for B went up to \$82k. Need other bids or entertain the patch and seal from Focus. The board will wait for final pricing from Focus to decide.

### **Parking Passes**

Nancy reported 3 days ago we had 70 units passes picked up or requested to be left in units - appears 75 are done. Will contact outstanding owners next week or week after

Process - owners contact Focus and staff delivers parking passes or rental agent notifies Focus and they pick up at scheduled time

Ray - rents out if both renters took passes, how quickly can we get new passes?

Rental Agents cannot print passes. If lost must purchase new and \$100 / pass. Can obtain new pass almost immediately. 10-30 minutes delivery. Owner responsible for parking pass costs

### **Building F Boiler Installation**

Started today, removed old piping and boiler, ready to start new boiler install Thursday, 6/9, made good progress. Flus are fine and passed inspections. The approval of the current flus will save \$11,000.

### **Fire safety**

The board approved exterior fire boxes for extinguishers as well as six new fire extinguishers. The installation will be complete in 7/2023.

### **Lock Set Replacements**

Bldg F boiler room broken into twice. Locks were replaced with a wireless system.

Owners advised. Focus and the Board are looking into lock systems for owner units.  
Basement locks only are Yale - still working with them and exploring other lock systems

### **Bike Storage**

1. Ray- basement doors with bikes are locked making it difficult for owners to retrieve their bikes when wanted. Focus is considering owners sign up for keys to those doors so they can retrieve their bike at their convenience. Leaving basements unlocked allows any unauthorized individual to enter during the day. Only owners and authorized personnel should have access to building basements.
2. John raised the issue of installing a bike rack in C parking lot - expensive bikes sitting out may not be desirable by owners.
3. Bikes should be removed from outside areas by end of 10/23 - several bikes were found outside at the end of 2022 and were put in basements without any unit numbers or owners names.
4. There are issues with E bikes which are heavy - is exterior storage a good idea for any expensive bike?

Camille motioned to issue keys to owners' with bikes in basements, owners sign for keys, Judy seconded the motion. The motion was unanimously approved by the board.

### **Governing Documents**

All owner and mortgagee documents mailed by title company selected by Altitude Law, voting goes directly to Altitude Law. Title company researched all owners / addresses for correct mailing contact

### **New Business**

1. Barriers to prevent entry at the rear of buildings C & F reinstall - the barriers are necessary to keep out excess traffic from Lake Cliffe property
2. Add building letter to opposite side of building than current letter - need to explore further regarding cost and availability of letters
3. Masonry work for missing stones specifically to chimneys - former management was to take care - risk of water intrusion, budgeted. Need new estimates. Locations where lights are removed or missing, should these areas be covered with metal or replaced with stone will be decided when the masonry bids are received. Unsure of location at the complex of excess stone
4. House Policies - We have House Rules for the complex, please be sure your visitors are aware of the Policies. Smoking is still open. This topic is in the new documents as it was previously - Lake Cliffe is a No Smoking complex except in designated areas
5. Parking passes - if the 2 owners have their vehicles parked at Lake Cliffe with passes, guests may need to park across the street
6. Special Assessment - Budget overages for each item were presented by Judy:
  - A. Snow removal - \$27,330. Shortfall \$32,000
  - B. Gen's liability - \$1741.05. Shortfall \$239, 510
  - C. Gas clubhouse - \$5095 remaining for year. Shortfall \$7472
  - D. Bulk gas - \$27,327 remaining. Shortfall expect \$32,000
  - E. Bldg B roof critical - painter damage - \$6500
  - F. Fire extinguishers / lighting - \$3000
  - G. Pigtail basements and mgr units - \$12,000

Total \$332,482.00 shortfall

The board received information about potential new plumbing issues in buildings B, E, F with water pressure and temperatures. A Special Assessment cannot be voted upon until the final information and costs are presented regarding the new plumbing issues which will be included in the Assessment.

### **Discussion of Insurance by Board**

Ray objected to insurance as a special assessment year after year as opposed to a dues increase

John raised the issue the insurance costs may decrease

As part of the fixed budget we increase the dues to cover actual costs, including insurance. Two different opinions of board members - to be further discussed. Special assessments are not a preference by most individuals.

Potential ideas:

Hybrid model - increase dues and balance with smaller assessment.

Watch insurance rates - may be decreased by 3 year mark - watch and see national information

Homeowners be aware of a \$3000 special assessment coming and the board will include the plumbing costs in buildings B, E, F

### **Owner Comments:**

Diane Berne's - F301 - environmental engineers information regarding costs was provided. Questioned if there are there other anticipated costs owners should be aware of? -

Tony responded: Perry was at LC for several years and the board was led to believe that everything was in good condition, however many problems came to light:

1. In the Clubhouse the air handler was bad and we did not know how long for the same condition existed for the exhaust fan. Things happen that were and are unanticipated. We need to now repair/replace a beam in the Clubhouse.
2. Then the boilers failed and Carbon Monoxide levels rose to emergency levels in some units of building B. The flus had to be replaced immediately - all due to a lack of maintenance.
3. The board hired R&H - all boilers appear to have had no maintenance, which led to the replacement of all boilers.
4. We still had roof issues - 3 roof leaks on building A roof all in A304 then the ceiling fell in.

The Board has been fixing things for 3 years, and hope to have most of the infrastructure repaired.

Now Lake Cliffe's general liability insurance premiums has skyrocketed in cost. We learned that our previous coverage did not insure Lake Cliffe fully. Lake Cliffe is now insured to cover the buildings true values.

We have addressed everything, all of the neglected maintenance has hopefully been repaired or replaced as required. This has been a rough ride for the board and owners.

The 2022 Reserve Study was completed and the projections are used for budgeting.

Ben Johnson - C303

Reserve cash in bank at 1%, Ben suggested to look at high yield account to gain a little bit of money. Judy will discuss with Mike Kurt from Summit Bookkeeping. Will reach out to Ben for further guidance.

Don Parsons - C301

1. Birds building nests in scuppers- is this a risk - shared with Focus
2. Just paid \$3000 for electrical for pig tailing. Tony explained the aluminum wiring in devices had to be changed for insurance compliance
3. Don suggested the cost for units in buildings be shared not borne by owners. Camille explained the By laws expressly state the improvements are borne by the owner as they are not Common Elements.

Keri Dawn - F304

1. Higher dues/month less desirable for resale

2. Shocked the gas prices were not locked in- Perry never executed the agreement with the bulk gas pricing contract
3. Disappointed there was a 1 week notice for building F to have hot water turned off. John explained the reasons - F boiler installation was going to be done by the same crew that performed all the work last year. Team is very competent.
4. Parking pass replacement \$100 insane and would like the board to look at this.
5. The board continues to call the police about Mike Delcavo and causing him to have a police record. Thank you for giving him a pass finally. It was explained that Keri does not have the facts, the discussion was ended.

John explained we are going to have a decorum policy for this meeting and all future meetings. Decorum policy will be worked on by the board.

Motion to adjourn was made by Ray and seconded by John. The motion was unanimously approved by the board. The meeting adjourned at 7:04 PM