

Lincoln Square Lofts Homeowner's Association
August 27, 2020
Zoom and Clubhouse 6:30pm
10180 Park Meadows Drive
BOARD OF DIRECTORS MEETING MINUTES

Call to Order: 6:30 pm

ROLL CALL

Call to Order - The Regular Board Meeting of Lincoln Square Lofts Homeowners Association came to order @ 6:30 pm via in person at the Community Clubhouse and online via Zoom Virtual Meeting. Board Members Present were Loyce Smith, Elizabeth Micale, Carolyn Erickson and Balaji Ramnath. Rachael Burke of the Cherry Creek HOA Professionals (CCHOA - Management Company) was also present.

OPEN FORUM

City of Lone Tree, Officer Ted Bathauer was present and spoke to the members at the meeting on current activities and practices that the community can be taking to ensure that they are participating in crime prevention. Officer Bathauer suggested that the HOA investigate installing door guards to prevent locks from being opened. The HOA can potentially receive insurance breaks if they are able to be crime free. In addition, holding an inspection once a year with a social event including the Lone Tree Police Department will also help the HOA in Crime Prevention and promoting awareness throughout the community. Other suggestions included calling in suspicious activity, building a neighborhood watch and issuing a newsletter every quarter.

Resident Gary Steinoff addressed questions to the Board which included a security fence for back parking area; the status of the north garage door repairs; can notices be posted within the stairwells and in Larger print; possible installation of a fence across the breezeways of the buildings to restrict access to any building; code access for the main parking lot and removal of residential lock boxes in trash area.

Christopher Hopkins addressed the Board of Directors and Manager regarding the event on August 8, 2020 where his vehicle was involved in a collision with the South Garage door. Mr. Hopkins asked the manager and Board of Directors to review additional security footage before finalizing their decision of pursuing an insurance claim. Mr. Hopkins stated that there are multiple times where he or others have clicked their fobs and garage door sensor does not recognize the command. Carylton assured that the Board will review and make a decision once they have all of the facts.

APPROVAL OF MINUTES

The July 23 ,2020 Board of Directors Minutes were reviewed. A motion was made by Balaji and seconded by Carolyn to accept the minutes with the following changes:

Call to Order, replace "Heritage Enclave Homeowners Association" with "Lincoln Square Lofts Homeowners Association".

Adjournment, last sentence, replace "August 22, 2020" with "September 17, 2020".

FINANCIALS

The financials were reviewed by the Board. The Manager reviewed the Balance Sheet and noted additional line items that were higher than normal. A motion was made by Loyce and seconded by Carolyn to accept the financials as presented, unaudited for July.

RESIDENT APPEALS OF FINES

The Manager presented to the Board the accounts that have requested to appeal late fees and or fines. A motion was made by Carolyn and seconded by Balaji to approve a One (1) time removal of fees in a twelve (12) month period.

2021 BUDGET

The managing agent will review the financials and present the 2021 drafted Budget to the Board by September. Shane will work with Rachael on the draft.

OLD BUSINESS

Higgins/Spyder Construction- Carolyn presented to the Board the concerns and recent status of the wall repair. Last communication received was at the time of wall tear out. Manager informed of their last received status. Manager is to reach out to Higgins/Spyder to gather status for repairs or next steps.

North Garage Break In – Taylor from DH Pace attended via telephone. Carolyn presented questions to Taylor regarding the installation of the garage doors as well as repair options for the break in damages. She expressed the disappointment she held felt with the entire process which included the sale of the doors to the HOA. Carolyn asked DH Pace to waive any labor charges that will be associated with the repair of the door as a courtesy to the HOA. Taylor is to report back to the Manager with labor pricing, and an order date for the manufacture's repair kit.

Clubhouse Reservations – The Manager presented to the Board the idea of re-opening the clubhouse for reservations only. The Board discussed if the residents who reserve, sign a COVID waiver prior and will also be charged an additional cleaning/sanitization fee of \$25.00. The Board Motioned to re-open the clubhouse with reservations, a signed COVID waiver and an additional \$25.00 sanitization fee.

Ratification of Email Vote – The Manager presented the email votes that have been recorded and action taken since the July Board of Directors Meeting. A motion was made by Carolyn and seconded by Balaji for the ratification of Legal- Turnover of accounts and Legal- Security Flyer.

NEW BUSINESS

Legal – Manager presented the current rates for Attorney to revise and create policies. The Board reviewed and motioned to move forward with the revise of the Adoption Policy. Manager is to notify the Attorney to draft new policy for the Board to review at the next meeting.

Garage Door Accidents – The Manager reviewed with the Board the information regarding the most recent garage door claim involving Mr. Hopkins. The Board instructed the Manager to gather and present any additional information for final review.

Pool Closure Date - The Manager reviewed with the Board the status of the Pool/hot tub. Discussions surrounding the contract date ending on Labor Day, additional costs and liability to keep both open were had. A motion was made to extend the Pool/hot tub operation date until September 13, 2020. Manager is to notify the pool contractor of the extension date.

mms Companies bid – A bid was presented by Brad for electronic filing to the manager by email. The Board decided to table the bid until the next meeting when Brad is present to further discuss.

Workorders – Completed workorders were presented by the Manager and reviewed by the Board. No action was needed at this time.

Creekside Maintenance Contract – Manager presented a contract from Creekside Maintenance, the vendor who has been addressing many repairs since the change in management. The Board reviewed and decided to table until the September Meeting.

Compete Tree Care- Arborist – The Board reviewed the bid presented by Complete Tree Care. They decided to table the bid for now and will revisit once all the ground's bids have been received.

Pool Gate Repair/Replacement Bid – The Board reviewed both bids presented by Arapahoe Security. One details the repair option of the pool gate and the second proposes the replacement and rebuild of the gate. The Board decided to table both bids for now and will plan to revisit in December once the 2021 Budget has been passed.

Facebook – Resident presented in email the communities unclaimed Facebook page and would like to take over the account. The Board discussed and decided to deny the action. They would prefer to utilize the community website and stay away from any type of social media platform.

Pool Furniture - The Board asked the Manager to review costs associated with replacing the patio furniture in the pool and cabana area for next season.

Gift Card – Loyce presented to the Board the option of gifting Flora with Mop Stars a gift card for all of her extra efforts and hard work during these past months. The Board agreed and Loyce is to purchase a \$250.00 Visa gift card. Loyce will send receipt to the Manager for reimbursement.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:27pm. Next Board of Directors Meeting is scheduled for Thursday, September 17, 2020 at 6:30 pm. Meeting will be located at the clubhouse in addition to Zoom.