

Lincoln Square Lofts Homeowner's Association
November 19, 2020
Zoom 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 online through Zoom Virtual Meeting. Board Members Present were Loyce Smith, Carolyn Erickson, Balaji Ramnath and Brad Hetland. Rachael Burke of the Cherry Creek HOA Professionals (CCHOA - Management Company) was also present. Rose Genualdi was present from the community. Todd Cooper from Premier Roofing was present for Open Forum.

OPEN FORUM

Todd Cooper from Premier Roofing presented an inspection report that was taken at the end of September. He went over in detail the findings and informed the members of the benefits of having an up-to-date report in the event of hail damage or when pursuing an insurance claim. The reports are free of charge and are a bonus in the event there is a claim that is needed to be filed. Carolyn noted that the roofs were replaced in 2013 by RE Construction. Manager is to double check the warranty and insurance on the roof replacement. Carolyn spoke to the importance of having constant members on the Board of Directors to help assist with issues such as this. Carolyn informed that this was another reason why she wanted to remain on the Board of Directors.

Rose addressed the Board of Directors with a complaint of dog waste on the South side of the South building. She informed that it is a constant problem with residents who take their dogs out, relieving themselves on the side walls of the building. Manager informed that they would investigate ordering signs for the building that prohibit this activity.

Brad asked the other members for clarification on the rules for installation of new patio doors. Members informed of their knowledge and that manager will review and email if there are any restrictions found.

APPROVAL OF MINUTES

The October 15 ,2020 Board of Directors Minutes were reviewed. A motion was made by Brad and seconded by Loyce to accept the minutes as presented.

FINANCIALS

The October 31, 2020 financials were reviewed by the Board. A motion was made by Brad and seconded by Carolyn to accept the financials as presented, unaudited for October.

The Attorney Collection Status report was presented and reviewed by the Board. On a motion made by Carolyn and seconded by Loyce to foreclose on the unit with an outstanding balance. Manager will contact accounting and attorneys to inform.

RESIDENT APPEALS OF FINES

On a motion made by Carolyn and seconded by Brad, it was approved to ratify the email vote for resident appeal of a fine.

2021 BUDGET

The manager presented the revised 2021 draft budget to the Board for review. The Board discussed the amounts of 5% and 10% increase. Carolyn presented the idea to change the associations documents regarding the assessment rate to a flat rate for all units. The manager informed that they would need to contact the attorney and present the change to the membership. On a motion made by Carolyn and seconded by Loyce, it was approved for the manager to begin working on changing the assessment rates from a tiered to a flat rate.

On motion made by Carolyn, and seconded by Loyce, it was approved to increase the 2021 assessment rate to 5% per unit, per month. It was agreed upon that the Annual and Budget Ratification Meeting will be held on December 17, 2020 at 6:30 pm in place of the regular scheduled Board of Directors meeting. The Manager will send out the notices and inform of meeting. Per law, the budget and notice will need to be physically mailed to each unit owner.

OLD BUSINESS

Higgins/Spyder Construction- Manager presented to the Board the most recent updates regarding the wall leaks. Manger asked for additional information on which company preformed prior repairs to scupper leaks. It was provided that Ace Roofing preformed an evaluation of the roof, but as for repairs it was unknown. Kevin oversaw the project with RE Construction and Paul went out to inspect the roof when it was being repaired. The Manger will need to locate and review minutes from that time to evaluate the next steps and if RE Construction will need to be contacted. Carolyn informed that the manager is to contact Landon Reed, the original attorney who oversaw the construction deficit case. Manager will review and try to get with the appropriate parties for next steps.

Gym remodel– The Manager informed the Board that the gym remodel was completed, and the last items were being scheduled for delivery. Manager informed that they replaced the missing dumbbells and outlet caps.

Ratification of Email Vote – The Manger presented the email votes that have been recorded and action taken since the October Board of Directors Meeting. A motion was made by Balaji and seconded by Brad for the ratification of the transfer of \$40,000.00 from the Reserves account to Operating account to back the past 2 years of water and sewer invoices.

Garage Door – Manager provided an update on the repair to the North garage door. The manufacture patch has been ordered and will be installed once received. Manager informed that they association would only be responsible for the labor costs which were quoted at \$600.00. Carolyn stated that the Association should not be responsible for any costs with this door. She requested for the manager to get a discount on the price and for the Owner of DH Pace's contact.

It was also discussed that when the repairs are made, the timing on both garage doors would be adjusted back to the 10 second delay before closing. Manager will send out a email notification to the community informing prior to the change.

Manager is also to contact DH Pace on getting new sensors installed at both doors.

NEW BUSINESS

Electronic filing – bids were received for electronic filing and scanning of the Association's documents. The Board reviewed and questioned if the proposals included editing as well. The manager informed that the bids did not include this. Manager is to review with CCHP on who from our company will be assigned to filter through the files and edit. Manager is to gather a more formal bid from CCHP.

Gutter bids – The Manager presented the bids that were received for gutter cleanings. After discussion and review, the Board agreed upon a contractor. On a motion made by Loyce and seconded by Carolyn to approve the bid from Homeguard for \$1,995.58. Manger is to arrange the dates and coordinate with the contractor on scheduling the work.

Exit Light Bid - The manager presented the bid received from Creekside Maintenance for 36 emergency lights repairs and battery replacements along with 6 green exit light back up batteries. A motion was made to accept the bid and get the repairs scheduled immediately. Manager will arrange with the contractor.

Pool 2021 Season Bid – Manager presented the bid received from Alligator Pool and Spa. The Board agreed to table until manager can obtain more bids.

Fountain Maintenance Bid – Manger presented the bid received for the fountain maintenance for 2021 season from Alligator Pool and Spa. The Board discussed removing the fountain and running a drip line for irrigation. They would like to turn the fountain into a park bench and planter box. On a motion made by Carolyn and seconded by Loyce, it was agreed upon for the removal of the fountain. Manager is to obtain bids for the project.

Fire Inspection – the manager provided the report for the annual fire inspection. Informed that the association will need to complete the repairs to come onto compliance.

Back Flow Testing – the manager provided the most recent notices from the City of Denver for backflow testing. The manager informed that they are scheduling the inspection with Fire Alarm Services and will communicate if any repairs are needed.

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

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:00 pm. Next Board of Directors Meeting is scheduled for Thursday, January 21, 2020 at 6:30 pm. Meeting will be held via Zoom.