

Lincoln Square Lofts Homeowner's Association
March 18, 2021
Zoom Virtual Meeting 6:30PM
BOARD OF DIRECTORS MEETING MINUTES

Call to Order: 6:32 pm

ROLL CALL

Call to Order - The Regular Board Meeting of Lincoln Square Lofts Homeowners Association came to order @ 6:32 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. Greg Erickson was present from the community.

OPEN FORUM

A discussion was had regarding the last snowfall and the location of the snow in the parking lots. Manager presented the idea of ColoradoScapes relocating the snow offsite if needed but would be at an additional cost. It was noted that the back lots were fine, and the ice was under control. The trash enclosures are a potential issue. The manager will get with account manager from Waste Focus and evaluate.

Brad suggested new signage for the parking garages. Manager informed that they are working with Creekside Maintenance on pending items. There is also touch up paint that is needed on the landings of the North buildings. Carpets need to be cleaned and patch work preformed in a few high trafficked areas. Carolyn asked the board the status of the screen doors that are in storage. Requested a price to be provided within a week.

Manager provided an update on the status of the unemployment request received from the former property manager.

APPROVAL OF MINUTES

The February 18, 2021 Board of Directors Minutes were reviewed. A motion was made by Loyce and seconded by Balaji to accept the minutes as presented.

FINANCIALS

The February 28, 2021 financials were reviewed by the Board. The Board discussed the O&E presented to one of the accounts. Brad motioned that he would like to see another letter notice sent to both accounts ending in 90 and 40. If no payments have been received by March 31st, then they will be sent to the Attorney. This motion was seconded by Carolyn and third by Balaji. Manager is to work with accounting on the process.

The Board would like a reminder email to be sent out to the community and a physical posting to please placed at areas inside the community.

RESIDENT APPEALS OF FINES

A resident requested the removal of a fee for their late fees obtained due to delays in the USPS. The Board agreed that the manager is to confirm that auto pay is set up, if so then the late fees will be waived but the processing fees will need to remain. It was noted that this will be the last time the board will remove the fees for this account.

On a separate request the account ending in 48, for the late fee to be removed, Balaji motioned for the fee to be removed and Carolyn seconded. Manger will inform accounting to approve the request.

OLD BUSINESS

Wall Leak/Palace Construction Letter- The Manager provided updates on the status of the repairs to the exterior of the wall. Carolyn informed that there has not been a water test preformed as of yet to her unit. Brad informed that the water test was preformed to his unit. Carolyn noted that there has been more leakage due to the snow. The windowsill is still damp to the touch and there is a pinhole sized leak that has penetrated the units wall and window. Brad informed that there has been no additional water to his unit after the test. Carolyn stated that she will allow RE Construction to come into the unit to view. Carolyn also informed that the interior wall needs to be redone, textured and painted once the repairs are completed. She would like to see if \$200.00 can be deducted from RE invoice and credited towards her painter to complete once the repairs are complete. Brad stated that he is ok if the HOA pays \$200.00 for the painting of her unit's wall as completion of the project. RE is scheduled to begin the repairs this following Monday.

The manager presented the topic of allowing Palace Construction to preform the warrantied re-caulking work to the locations originally noted in their letter. On a motion made by Carolyn and seconded by Loyce, it is agreed that Palace can preform the repairs as long as these will not interfere with any of the repairs or conflict with the work that RE is conducting. Manager is to confirm with RE prior to notifying of the approval.

The Board also communicated that they would like the manager to trace or present a log of all of the repairs that have been made to the roofs over the past 2-3 years. Ace Roofing was noted at the time of transition between management companies to be the preferred roofing contractor. The Board would like to see what actual work was preformed by Ace Roofing, in particular to the scuppers, heat tape, etc. The manager is to begin working on this.

Maintenance and Insurance Chart- The Board reviewed the revised draft of the Maintenance and Insurance chart provided by the attorney. They would like to add "patio door trim (doors with wood trim)" to the chart. Manger is to work with the attorney on the addition of wood frame doors to the chart. On a motion made by Brad and seconded by Loyce, to approve the chart with the revised wording.

Balconies- It was discussed that the balconies are in need of repairs and some appear to be sloping. Brad suggested that the attachments to the balconies need to be properly tightened. Place Construction was the contracted vendor during the construction defect who had worked on these. The manager is get an engineer schedule to look at and inspect the balconies to determine their wear and repairs needed. It was noted that about 5 years ago, they had the balconies inspected by an engineer, the rust removed, and they were painted. Brad suggested that they get about 10 residents from different sides of the

community to agree to have their balconies spot checked. The manager will work on getting engineer quotes for next month.

Carpet Cleaning- The Board requested that the manager obtain quotes for carpet cleaning for the community. Carolyn mentioned that the association owns a carpet cleaner and if Flora can use this to spot clean the carpets in the 10176 building. It was also noted that Creekside did not vacuum or clean up the dry wall debris that was left over from the most recent repairs. Manger will work on obtaining bids and inform Mop Stars of the carpet cleaner. Manager will also communicate the feedback to Creekside Maintenance.

2021 Pool Maintenance Contract- The Board reviewed the contracts obtained for the 2021 pool season. On a motion made by Carolyn and seconded by Brad, the 2021 Neptune Pool Maintenance contract was approved.

KOS Fitness Maintenance Bid- The bid was provided to the Board for review. The Board believes that the maintenance services were to be included with the original contract for the gym remodel. Brad made a motion to accept the contract if it is not written into the original gym remodel contract. Loyce seconded the motion. The manager will review with the Account Manger form KOS and execute.

ColoradoScapes Landscaping Improvements- The bids were reviewed by the Board of Directors. On a motion made by Carolyn, that if allowed legally to use the leftover funds from the Special Assessment account, to approve all of the beautification bids with the 10% discount provided from ColoradoScapes. Loyce seconded. Manger is to execute the contracts, pending response from the association's attorney. Brad would also like to see the difference for solar lighting vs. electrical and what the yearly maintenance will be.

Special Assessment- The Board questioned the status of the findings from CCHP for either using or consolidating the account to the Reserves. The manager informed that they are awaiting further instruction from legal regarding this after reviewing with the CFO at CCHP. On a motion made by Loyce and seconded by Brad, it was approved to use the Special Assessment funds to pays for the landscaping improvements, pending legal approval.

Asphalt Bids- The bid from Rose Paving was presented to the board for review. It includes the repairs to the potholes at the entrance and cracks throughout the front parking lots. The Board would like to see the holes repaired with a concrete pad vs. asphalt. The manager is to obtain new bids for concrete instead of asphalt for the front parking lot and at entrance. Brad also included that they would like to see bids obtained for the remodel of the monument sign. Manager will work on obtaining these as well.

The board would like to also see cost for the restriping of the parking lots once the repairs have been completed. Creekside had provided a proposal last season and will revise when the board is ready to move forward.

It was also discussed that the Board should schedule a walk through of the community prior to the next meeting. Carolyn also noted that there is rust on the railing going down to the trash enclosures.

Comcast- The Board reviewed and discussed the recent estimate to install 12 additional new cameras to the property. On a unanimous approval, it was motioned for the approval of this contract. Loyce and Brad to join for the install date of these cameras.

Insurance Renewal- The manager provided the information regarding the renewal of the insurance. It was discussed that an HO6 Policy be broadcasted to the residents, and that it is the responsibility of the homeowners to obtain and ensure that they have this as part of their own policy. It was request that CCHP needs to communicate in writing that owners are to carry the HO6 Policy otherwise they will be liable for the expenses if a catastrophic event were to occur. The residents will be required to then return a written form back to the managing agent assuring that they have read and carry the policy. The manager will review this and obtain information from the Insurance agent for the community. Once they have the proper flyers and data, it will be mailed, posted and emailed to all owners. The Board wants to overcommunicate this and educate the community of the insurance policy and deductibles increase.

The Board would also like to confirm if the \$10,000.00 deductible with the by in option of the insurance cover all of the buildings or will it be \$10,000.00 per building? Manager is to confirm with insurance agent.

2020 Taxes- The managing agent provided the quote for the Dale Weidner and Company to perform the filing of the Associations 2020 Taxes at the cost of \$315.00. On a motion made by Carolyn and seconded by Brad, the estimate was approved. The manager is to execute this contract.

Pipe Damage in parking lot- The manager provided an update on the repairs to damaged sewage pipe at parking space 2403. The Board informed for the manager to go back and review the camera footage from 24-48 hours prior to the report of the leak and see if there is evidence to support who damaged the pipe. In addition, if recovered, to provide to the Associations insurance company for review and liability. Manager is to start combing through footage.

Last Items- The Board would like to see an estimate for rebuilding the pergola on the back patio in aluminum wood finish as well as tarps to be installed to provide shade in areas. They would also like to review pricing on new patio furniture. Is this in the budget for this year?

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:13 pm. Next Board of Directors Meeting is scheduled for Thursday, April 15, 2020 at 6:30 pm. Meeting will be held via Zoom.