

**LAKESIDE TOWNHOUSE ASSOCIATION
ANNUAL MEETING
September 19, 2023**

I. CALL TO ORDER

The Lakeside Townhouse Association Annual Homeowner Meeting was called to order at 6:36 p.m. via videoconference.

Board Members Present Were:

Linsey Hempel, President, R1
Chuck Randles, R3

Sabra Calzone, Treasurer, H2
Laura Hartman, R2

Owners Present Were:

Sandy Reid, 5
Chris & Holly Jacobsen, 7
Jodie & Daniel Lachance, R5
Kristina Campos, R9
Trevor Rahm, C5
Traci Butzen, L10
Kate Lapides & Eric Black, L13

Andy Cohen & Steve Eglowstein, 6
Loryn Roberson, 8
Teresa Alvarado, R7
Gary Ross, C1
Vanessa Cason, C7
Kathleen Teal, L11

Representing Basic Property Management were Gary Nicholds, Jason Blarjeske and Kerry Hartnett. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

Notice of the meeting was confirmed but a quorum represented by at least 23 units in person or by proxy was not reached.

III. APPROVAL OF 2022 ANNUAL MEETING MINUTES

The 2022 Annual Meeting minutes could not be approved due to lack of a quorum.

IV. FINANCIAL REPORT

Gary Nicholds reviewed the June 30, 2023 financials:

1. Operating Cash - \$38,419
2. Reserve Cash - \$74,502
3. Total Cash – \$112,921
4. Total Operating – \$8,625 net surplus
5. Total Reserve - \$4,769 net surplus

Action Item: Gary Nicholds will ask Madison Tomson why the “Lock Box” for dues collection is reflected as a debit and ask her to send an explanation tomorrow.

A meeting will be scheduled to ratify the 2024 Budget toward the end of the calendar year.

V. MANAGEMENT REPORT

A. *Projects*

1. There are three new owners, all in Building 258 (#4, #7 and #1, who is closing in October).
2. The landscapers Great Pines have winterized the irrigation system.
3. Buildings 256 and 258 had hose bib and irrigation issues, which were repaired.
4. A-Peak asphalt completed crack filling, seal coating and re-striping the parking lot.
5. High Altitude Plowing has provided a bid for plowing this winter with no change to pricing from last year.
6. Lallier Construction inspected the roofs last year. They project that the roofs have another year or two of useful life, assuming proper maintenance. Building 258 was identified as being in the worst condition. If the roof replacement can be phased, it might be possible to fund the expense from Reserves. If not, a Special Assessment will be necessary. The Board will be discussing the funding further.

Eric Black said there is a small hole in the asphalt by the entrance where rain is puddling.

Action Item: Gary Nicholds will ask Bill Cadwallader to apply a cold patch if appropriate.

VI. OLD BUSINESS

A. *Irrigation*

The problems with the irrigation between Buildings 256 and 258 were repaired. Eric Black commented that the system was never turned back on.

B. *Roof Maintenance*

The cost for roof maintenance was \$3,800 last year and could be slightly more this year.

C. *Gutters*

Teresa Alvarado expressed concern about the improper drainage from the roof. She thought it could be damaging the foundation or getting into the crawl space. Gary Nicholds said installation and maintenance of gutters are an individual owner responsibility. He has been in the crawl spaces and has not seen any evidence of water intrusion.

Action Item: BPM will follow up on possible water diversion options.

VII. NEW BUSINESS

A. *Parking Lot Ice*

Steve Eglowstein said there is improper drainage by the parking spaces for #5 and #6, which creates an accumulation of ice. Chuck Randles said the Board discussed this matter. Gary Nicholds said A-Peak Asphalt indicated resolving the situation would entail extensive engineering of the landscaping and asphalt. It was recommended to install warning signage. Another option would be more frequent scraping of the asphalt during the winter. The Board will request another opinion and discuss the matter further. Kate Lapidés commented that more frequent shoveling and using ice melt helps.

B. Split Rail Fence

There is a broken rail that needs repair.

C. Curb Stops

Kate Lapides said East Dillon Water District is digging out the curb stops for her building so the water can be shut off for a couple of units that need repairs. It appears the curb stops have not been maintained throughout the property. She was told there should be an insurance rider on the Association policy for the water lines from the main to the curb stop, in case the Water District tries to turn off the water and there is a leak. Kathleen Teal commented that she is having a similar problem.

Action Item: BPM will talk to the insurance company about rider options.

D. Parking Lot Drainage

Sandy Reid said the heavy rain appears to have dislodged the wooden beam along the parking lot by her unit and eroded the dirt around the pine trees, so they are leaning over the cars. The beam should be re-secured to keep the water out of the parking lot.

Action Item: BPM will follow up on the beam.

E. Gate Valves

Chris Jacobsen was told by East Dillon Water District that the gate valve for their unit may not be functional. Eric Black noted that the gate valves throughout the property are old and should be replaced with ball valves. This is likely an individual owner responsibility.

F. Rec Center

Chris Jacobsen said the Rec Center Board is considering options for the 8.8 acre parcel. It is zoned as recreational and there is no tax. There is a small insurance policy for liability. If they do nothing, there is a risk of the County seizing the property through eminent domain, possibly for development of affordable housing. Building a new rec center would cost approximately \$400/unit/month. Other options are to have it developed with input from the owners, community gardens or a solar array. Chuck Randles clarified that the Lakeside Townhomes Association does not have a voice in those decisions, but all individual owners are members and can vote. There will be a Zoom meeting in the next few weeks. The Summit Stage currently leases some of the property. There is information available on the website <https://summitcoverec.wordpress.com>.

G. Speed Bumps

The Board researched the installation of removable speed bumps in the parking lot but learned that they would have to be secured to the surface during the summer, which would cause damage to the asphalt. Permanent speed bumps are not an option due to the impact on snow plowing. The Board is considering additional speed signage. Owners are asked to report chronic speeding offenders to management.

VIII. ELECTION OF OFFICERS

The current Board members are Linsey Hempel, Chuck Randles, Sabra Calzone and Laura Hartman. Matt Zagorski resigned from the Board when he sold his unit. All five Board seats up were for election for one-year terms. Dave Hartman and Gary Ross have expressed interest in

running for a seat. Since there was not a quorum, an election could not be conducted. The current Board will continue to serve and will appoint an owner to fill the vacant seat.

IX. NEXT ANNUAL MEETING DATE

The next Annual Meeting was scheduled for Tuesday, September 17, 2024 at 6:30 p.m.

X. ADJOURNMENT

The meeting was adjourned at 7:36 p.m.

Approved By: _____ Date: _____
Board Member Signature

**LAKESIDE TOWNHOUSE ASSOCIATION
BOARD OF DIRECTORS INFORMATIONAL SESSION
September 19, 2023**

I. CALL TO ORDER

The Lakeside Townhouse Association Board of Directors Informational Session was called to order at 7:36 p.m. via videoconference.

Board Members Present Were:

Linsey Hempel, President, R1
Chuck Randles, R3

Sabra Calzone, Treasurer, H2
Laura Hartman, R2

Representing Basic Property Management were Gary Nicholds, Jason Blarjeske and Kerry Hartnett. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. ROOFS

Chuck Randles said the roof maintenance was included in the budget so Board approval is not required. The estimated cost from Lallier Construction for full replacement is \$102,000. The Board thought that was too much for one building but too low for all five buildings.

Action Item: BPM will schedule the roof maintenance.

Action Item: BPM will confirm the roof replacement estimate.

III. APPOINTMENT OF BOARD MEMBER

Kerry Hartnett read the self-nomination submitted by David Hartman and nomination for Gary Ross submitted by Charlotte Calder (H5). The Board voted by email to appoint David Hartman. This vote will be ratified at the next official Board Meeting.

IV. CHIMNEY SWEEPING

Kerry Hartnett contacted Consider It Done about chimney sweeping. They indicated they could only access nine units the last time they provided the service. There needs to be participation by all owners to receive the discounted service. She was also informed that short-term rental units are required to have the cleaning.

Action Item: BPM will send notification to owners about the availability of this service and the approximate cost.

V. PLOWING CONTRACT

Kerry Hartnett forwarded the High Altitude Plowing contract to the Board for review. There are no changes to the terms of service or pricing. The Board agreed to retain the service for this winter and will send authorization for BPM to sign the contract tomorrow.

VI. RESOLUTION TO DECLARATION REGARDING WORKING CAPITAL

The Board needs to sign the Resolution to collect the Working Capital.

Action Item: Kerry Hartnett will resend the Resolution to all Board members tomorrow.

VII. PROJECT TRACKING

Action Item: Chuck Randles will create a Google document to track Action Items.

VIII. ADJOURNMENT

The session was adjourned at 7:59 p.m.

Approved By: _____ Date: _____
Board Member Signature

**LAKESIDE TOWNHOUSE ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
November 28, 2023**

I. CALL TO ORDER

The Lakeside Townhouse Association Special Board of Directors Meeting was called to order at 4:00 p.m. via videoconference.

Board Members Present Were:

Linsey Hempel, President, R1
Laura Hartman, R2

Chuck Randles, R3

Owners Andy Cohen, Steve Eglowstein and David Carlton were guests at the meeting.

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. DRAINAGE ISSUE

Linsey Hempel reviewed the options for addressing the drainage:

1. A skim patch could be applied over the depressed area to level out where it is pooling next to the sidewalk. A wedge diverter could be added to direct the water, but there would be the risk of damage from plowing and the temperatures may be too cold at this point to allow for proper adhering. The cost would be \$1,000 - \$2,000.
2. A concrete gutter could be added in front of 250/252 to facilitate drainage. The cost would be \$8,000 - \$15,000 and there could be issues with the drainage freezing.
3. A drywell could be installed next to the sidewalk. There could be issues with utilities in the area. The cost would be about \$5,000.
4. The parking spaces could be extended into the yard. It would be the lowest cost option but does not seem viable.
5. The entire parking lot could be re-graded with a concrete drain added down the middle. This would be the best but also most expensive solution. It would likely entail a dues increase and/or Special Assessment to fund the work.

After discussion of the options, it was agreed that a skim patch or major repair would not be feasible at this time of year.

Motion: Chuck Randles moved to communicate with owners and guests regarding the situation through signage and email, and to work with residents and neighbors of the affected area, BPM and the plow contractor to give the impacted area more attention, including additional scraping if needed, and to plan for a medium-term solution next spring. Laura Hartman seconded and the motion carried.

Action Item: BPM will add this topic to the agenda for an April/May meeting and ask A-Peak to add this project to their schedule.

III. ADJOURNMENT

Linsey Hempel moved to adjourn at 4:23 p.m.

Approved By: _____ Date: _____
Board Member Signature