

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE ELIZABETH LOFTS CONDOMINIUMS HELD ON TUESDAY, NOVEMBER 7, 2023, AT 3:30 PM VIA ZOOM ELECTRONIC VIDEO CONFERENCING FORMAT.

PRESENT: Brenda Peterson, Chair
Bob Steele, Vice-Chair
Otto Riesenber, Director
Steve Rose, Director

ABSENT: Forrest Gist, Secretary
Jim Kennedy, Treasurer
Jay Sickler, Commercial Director

BY INVITATION: Karina Haley, CCM, CMCA, AMS, Community Manager
Tim Simmons, Project Coordinator, Facilities Asset Management
Community Management, Inc., AAMC

OWNERS: Tom Barnett, Reed & Shelley Drew, Jeff Ghitelman, Michelle Heckman, Lucy Karter, Roberta Margolis, Bill Melcher, Marjorie Myers, Larry Rosenblum, Christine Steele, Evelyn Wang

I. CALL TO ORDER

Chair Brenda Peterson called the meeting to order at 3:30 PM.

II. MAINTENANCE REPORT

Tim Simmons reported:

- Back lobby doors: The hardware has arrived but the mullion (a metal bar) has not. There will be a metal bar where the two doors meet to prevent unauthorized access. This may hinder some deliveries if they need to come through the back lobby doors.
- The door handle on the third-floor storage unit was replaced today by Locks on Wheels. Tim is obtaining pricing from Locks on Wheels for owners who wish to change out their handles or locks on their storage units.
- Tim is trying to find a more secure bolt to use to secure the bike rack in the basement that was removed during the garage burglary.
- It may be time for a fob audit. The last audit was in 2020.
- The elevator that was shaking had a damaged chain that has since been repaired and no additional issues have been reported since the repair.
- The door and window survey has been prepared and will be distributed in the next day or so. Owners will have until the Annual Meeting (12/5/23) to respond.
- Unit 1404 needs to have the balcony doors water sealed. Tim is obtaining pricing.

- Doorworks has rewritten the proposal for the front lobby doors. The vendor would like to take the damaged door off the hinge, glue it, and then place a clamp on it while the glue sets and dries. The work is expected to take one day and no fake door will be required. Staff would be present to monitor the door for security purposes. Tim will send the new proposal to Brenda; the Board has already approved it.
- Tim is working to identify an alternate vendor for cleaning the plaza and replacing the sand. The contract/work order with Modular Paving needs to be cancelled.
- The clean and seal project is complete.
- Angle stop project – There are two commercial units left. Once the angle stops are replaced in these units, phase 2 will be complete. Tim will reach out to Jay Sickler, the commercial director, for assistance in gaining access to the two units. Phases three and four will be easier to schedule as they will not require doing a floor at a time or a stack at a time.
- The floor scrubber is on order and should arrive in approximately two and a half weeks.
- The staff bathroom issues are still under investigation. Charter Mechanical says the waste line needs to be replaced. JH Kelly, who did the prior work on this project, said that they worked up to the waste line but didn't touch the line itself. The toilet is working now, but the lines are mis-graded and allow water to backwash.
- The Board has signed the Victaulic valve replacement proposal for the domestic water isolation system. Parts are on order; once received, the work can be scheduled.
- The new backflow valve has failed the City's inspection. There is too much debris in the system. A new valve was ordered and received earlier today. Water will need to be shut down for about an hour to complete another test.
- Tim has reached out to unit 414 regarding their toilet issue; he needs to schedule a time to come review it.
- Window washing – At the previous meeting, the Board reviewed a window washing proposal from an alternate vendor. The cost is \$8,000 more annually than what the HOA pays Rudmar. The Board will discuss the new proposal at its meeting in January.
- Not all of the pumps were replaced in the ADA compressor at the back door, but the recent failures are being covered under warranty.
- The Lovejoy column lights are continuing to experience vandalism. Tim is working on a permanent repair with Hughes.

III. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:23 PM.

Minutes approved at the December 6, 2023, Board Meeting.

APPROVED: _____

Forrest Gist, Secretary