

**Lanai Condominium Association  
HOA Bi-Monthly Meeting – Sept. 18, 7:30pm  
Ohana Room and virtual**

**Meeting called to order by at 7:00:** Board members in attendance: Paul Bork, David Starkweather, Nat Hancock, Debbie Swanson.

**HOA Minutes** – minutes from July bi-monthly and special assessment meetings were approved. Minutes and all HOA related documents are available online at <https://lanaicondominium.com/documents/>

**Firefly AI-** being used tonight for minute taking. Meeting will be recorded and audio will be deleted once written minutes are approved.

**Staff transitions**

- Sarah was introduced as the new association manager following departure of Jack Wheeler and Sean Korn to other opportunities. Sarah is committed to a proactive communication approach.
- Ethan has been onboarded as new maintenance person with Associa oversight structure to ensure proper training.
- Colin has been appointed as head of field services to provide direct supervision and project assessment guidance.

**Financial Reports and Approvals**

- Reserve funds achieved near-record high of \$680,000 in July, climbing to \$694,000 by August representing significant progress toward financial stability
- Monthly contributions of \$14,000 building steadily toward \$1.2 million fully funded target from reserve study
- Per Sarah, we are currently achieving above-average industry performance compared to typical 30-40% funding levels at other associations
- \$12,000 operating expense surplus achieved in July offset by \$4,100 year-to-date loss through August due to delayed invoice processing
- \$20,000 in boiler repair invoices were processed in August covering March-June work period highlighting invoice timing impacts
- Contracted services performing \$6,500 under budget for year including janitorial, pest control, and snow removal
- The 2026 budget presentation is scheduled for October 5th, 5 PM for comprehensive financial planning and resident input.

**South Wall Structural Repair**

- Qualified contractors declined to provide bids citing insufficient engineering detail and scope clarity. Martin and Martin is recognized as a respected Denver engineering company with existing building knowledge and physical inspection experience.
- North wall repair documentation was discovered, potentially providing procedural guidance for the south wall repair approach. Board oversight is needed to ensure that the south wall solution reflects the issues present there, rather than assuming we can replicate the north wall solution.

- The south wall project has an elevated prioritization with new management team, who expressed a commitment to accelerated timeline development.

### **Elevator Modernization Project**

- The contract with Sandoval has been executed. There is a 15-20 week equipment lead time with Sandoval providing free storage at their facility until installation readiness. There is a 10 - 12 week elevator outage period for actual elevator replacement work with an incentive clause for early completion. The target implementation is May-July timeframe dependent on favorable weather conditions for roof access requirements.
- Special assessment billing structure includes a two-payment schedule: December 31<sup>st</sup>, 2025 and April 29<sup>th</sup>, 2026 with an option for a single full payment. Associa to execute a comprehensive communication plan including e-blasts and flyers detailing ACH and Town Square payment procedures.
- Community preparation planning is needed for extended elevator outage impact. Ideas include having a floor captain system and committees to be established for resident coordination and support. There is a survey planned to identify specific resident challenges and accessibility needs during outage period. There is a recognition of significant impact on higher-floor residents requiring advance planning and potential temporary relocation considerations.

### **Laundry Facility Upgrade**

- The current equipment replacement recommendation prioritizes capacity with front-loading machines maintaining 6-unit configuration vs. 5 top-loading units.
- There is a price increase proposal from \$0.75 to \$1.00-\$1.25 per load reflecting current market rates and revenue sharing structure. Industry comparison showing building significantly underpriced compared to \$2.00 per load at nearby facilities.
- The proposed revenue sharing contract model eliminates equipment purchase costs while transferring maintenance responsibility to the vendor.
- A financial impact assessment was requested to include a comprehensive cost-benefit analysis before a final decision is made.
- Newer generation front-loading machines feature improved seal design to address odor and cleanliness complaints.

### **Social Programming & Community Engagement**

- Condo Crawl inaugural event scheduled November 8th, 4-8 PM as progressive appetizer and beverage tour of resident units. There will be an old-fashioned sign-up sheet system on the office door for participation registration and unit showing volunteers. Progressive dinner format moving floor-to-floor with appetizers and drinks throughout building creating social interaction opportunities.
- The holiday programming calendar is established with multiple engagement opportunities throughout November and December
  - Holiday building decorating November 30th, 1-3 PM for common area holiday preparation with family-friendly volunteer participation
  - Wine education event scheduled for November 19th, 7 PM featuring resident Joe McPherson's sommelier expertise and Beaujolais Nouveau timing
  - The Lanai Holiday party is scheduled for December 13th, 4 PM. This will be a potluck event with social spaces providing the main course
- Successful yoga program completion with sunset Monday sessions receiving positive resident feedback and potential future continuation pending elevator project timing.

## **Building Maintenance & Operational Improvements**

- AC to heat conversion scheduled for mid-October to be coordinated with Apollo's maintenance schedule for optimal timing
- The pool closure is scheduled for the week of October 6<sup>th</sup>.
- South side tree trimming scheduled for October using Parks People nonprofit volunteers for donation-based service vs. commercial rates
- Drip irrigation system issues identified with trees growing into lines causing crimped connections and inadequate water distribution
- Volunteer mowing program by Nat, Chris Craig, and Sean Kerrigan providing significant cost savings compared to previous commercial service
- Bike storage violations are increasing with unauthorized garage parking creating safety hazards and access problems. We need to communicate and execute the annual bike room cleanout to ensure bikes stored are for active use and not long-term storage.
- EV charging with metered installations are being monitored for two vehicles. We need further assessment policies and procedures.
- Ridwell recycling service is available through Carrie Doring 901 with \$24 monthly cost currently divided among five participating households

**Meeting adjourned 8:30pm**