

**Lanai Condominium Association**  
**HOA Bi-Monthly Meeting – January 15, 2026**  
**Ohana Room and virtual**

**Meeting called to order by at 7:00:** Board members in attendance: Paul Bork, Maddie Casey, David Starkweather, Nat Hancock, Adam Lippert, Debbie Swanson. Sarah Weller from Associa Management company and Jennifer Cassidy from Sandoval Elevator Company were also present.

**HOA Minutes** – minutes from November bi-monthly meeting 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.

**Elevator Modernization and Repair** *A PowerPoint presentation was presented by Maddie to more thoroughly explain the intricacies of the modernization project. The presentation can be viewed on TownSquare and also at [lanaicondominiums.com](http://lanaicondominiums.com).*

The elevator system, original to 1957 with a last major update in 1997-98, is beyond repair and requires full modernization, with a project cost estimated at \$514,874 and a lead fabrication time of 20 weeks plus 12 weeks for installation.

- The key failure is the controller board, obsolete since 2015, with no available parts or third-party replacements, forcing reliance on a custom electronics repair attempt taking four weeks starting December 30.
  - The controller board's failure marks the elevator as "brain dead," necessitating urgent replacement rather than patchwork fixes.
  - The board's manufacturer, MCE, ceased support of this board, locking the building into proprietary and unsupported technology.
  - Sandoval Elevator and their custom electronics partner are leading the repair efforts, but success is uncertain, underscoring the need for modernization.
  - The replacement system will switch to non-proprietary technology to avoid future repair roadblocks.
- The board approved a 50/50 cost split between owner special assessments (\$257,437) and reserve funds to maintain financial liquidity, reflecting prudent fiscal planning and prior reserve increases over the last five years.
  - The reserve study from 2021 identified the elevator as needing replacement, prompting years of preparation.
  - The board is committed to avoiding additional assessments beyond the current plan unless catastrophic cost overruns occur.

- Permitting and construction complexity extend the timeline, with the key delay being the Denver Building permit, pending submission of architectural and structural drawings, expected by the end of January but with an uncertain review period ranging from 2 to 6 months.
  - The need to remove and rebuild the elevator machine room roof and bring it up to current codes transforms the project into a full construction job.
  - Asbestos abatement and installation of two new staircases to the elevator room are mandatory code requirements included in ongoing negotiations and cost estimates.
  - Construction will be noisy, especially during the first four weeks involving demolition, crane use (max 2 days), and major equipment installation.
- The board is actively working with permitting insiders and external contacts to accelerate approvals, including a meeting with a former director of Denver permitting to shorten the timeline.
- Project start is targeted for May to August, contingent on permits and weather conditions, with the crane operation requiring full closure of the back parking lot and ample advance notice to residents.
- The modernization warranty is one year for labor and installation, with parts covered by OEM warranties individually; the board will provide further clarity on extended part coverage.
- Sandoval Elevator’s team is highly engaged, providing weekly coordination and a deep technical understanding of the system to ensure quality execution and community partnership.

### **Community Support and Communication**

The board has launched a resident survey with over 50% participation to tailor communication frequency and support offerings during the elevator outage, aiming to balance information flow and avoid overload.

- The survey asks residents about their communication preferences, mobility needs, and temporary living arrangements, guiding future updates and support services.
- Printed versions of the survey and project updates will be posted at the elevator lobby and office door for wider accessibility, especially for renters and those less digitally connected.
- The board encourages residents to register renters on Town Square and offers tutorials to ensure everyone can access communications and participate fully.
- The “Sherpa Team,” a volunteer network of neighbors assisting with tasks like dog walking, grocery runs, and trash/recycling help, is active and coordinated by a lead Sherpa (Jill Good); residents can request help via [sherpas@lanaicondominium.com](mailto:sherpas@lanaicondominium.com)

- The Sherpa system supports all residents, including able-bodied individuals with temporary needs.
- The board is exploring additional community initiatives such as floor captains for informal neighbor check-ins and possible dog relief stations on upper floors.
- Residents are urged to contribute ideas for neighbor support and to use the Sherpa system liberally to prevent accidents and reduce stress during elevator downtime.
- The board commits to providing updates at least every two weeks or more frequently if new information arises, emphasizing transparency and steady communication.

### **Project Timeline and Construction Impact**

The elevator modernization will span approximately 12 weeks of work, divided into three phases with escalating noise and activity levels.

- Phase 1 (Weeks 1–4) involves demolition, crane usage, installation of the new 3,000-pound machine, and constructing new staircases, marked by heavy noise and disruption.
  - Crane use is anticipated to be a maximum of two days, with advance notice and parking lot closures planned.
  - The library room will serve as the contractor’s on-site office and will be closed during the entire project.
- Phase 2 (Weeks 5–8) focuses on interior shaft work, including updating door hardware and elevator carriage systems.
  - Residents near the elevator shaft should expect increased noise and frequent worker presence.
- Phase 3 (Weeks 9–12) covers finishing touches, fire panel testing, and inspections, with somewhat reduced noise.
- Stairs will remain open throughout construction but will be heavily trafficked by residents and workers.
- Construction hours are expected to align with typical business hours (Monday to Friday, roughly 8 AM to 4:30 PM), with any exceptions communicated in advance.
- The elevator will not reopen until all city inspections and permit closures are complete, which typically takes between a few days to two weeks post-construction.

### **Financial Management and Payments**

The board manages the project finances carefully, having allocated \$257,437 from reserves and levied a special assessment of \$257,437 on owners, reflecting a balanced approach to funding without destabilizing reserves (09:33).

- Late fee forgiveness is offered for special assessment payments during the current month to support owners facing financial hardship.

- Payment plans are available confidentially through management contacts, ensuring flexibility and community support.
- HOA dues remain unchanged during the elevator outage, as they cover ongoing building operating costs unrelated to the elevator project.
- The board emphasizes the importance of timely payments to keep the project and building operations on track.

### **Building Operations and Other Maintenance**

Several other building maintenance and improvement projects are underway or planned, demonstrating proactive management beyond the elevator:

- Bike room expansion will add storage for approximately 10 more bikes by removing shelves and installing upright racks, with improvements expected within a couple of weeks.
- New garage door motion sensors are being evaluated for installation at an estimated cost of under \$2,000, aimed at automating door operations to reduce fob usage and improve resident convenience.
- Hot water issues are largely resolved, with one remaining part awaited; the board is closely monitoring and communicating updates as needed.
- The south wall engineering and repair project is reactivated with the original engineers, including a retainer agreement, aiming to finalize proposals and move forward soon.
- Composting services have been contracted with a \$200 startup fee, with community education planned before launch.
- Management staffing changes include transitioning Ethen to another property and onboarding TJ, who brings roofing and landscaping experience to enhance proactive maintenance and coverage.

### **Accessibility and Resident Support**

The board is attentive to resident accessibility needs within regulatory limits, clarifying that the Fair Housing Act (FHA), not ADA, governs reasonable accommodations in this private building.

- Residents needing accommodations are encouraged to contact the board for assistance, such as obtaining mobility aids or other support.
- The board is exploring further accommodations and support options to improve resident comfort during elevator downtime.

### **Management and Community Engagement**

The board and management team prioritize transparency, responsiveness, and community involvement to navigate this challenging period:

- A rental list redesign is underway to allow residents to view status online securely, improving access and reducing administrative overhead.

- Town Square remains the primary communication platform, supplemented by physical postings and direct emails to ensure broad reach.
- The board encourages resident participation in meetings and communications to build trust and shared ownership of building issues and solutions.
- Ongoing engagement with contractors, engineers, and city officials aims to expedite projects and maintain quality standards.
- Community volunteers and leadership roles, such as Sherpas and floor captains, foster neighborly support and resilience during disruptions.

**Meeting adjourned 8:40pm**