



## **VERSAILLES CONDOMINIUMS**

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### **HOMEOWNERS ASSOCIATION ANNUAL MEETING (1/19/2013)**

#### **Financials (John Napoli):**

- Building Finance Update
- Budget
- Reserves
- Collections in 2012

#### **Work Completed 2012 (May – December):**

- Garage ManDoor Replaced
- Repairs made to Lobby Glass Doors (x3)
- Installation of Supplemental Security Cameras
- Replacement of Washington Clump Hawthornes (x2)
- ChangePoint® Laundry Payment System Installed
- Lobby Overhaul (Drywall, Paint & Carpet Replacement)
- Replaced Pool Courtyard Lighting Timer
- South Façade Columns/Trash enclosure Walls Repaired
- Replacement of Pool Emergency Phone
- Denver Water Audit of premises
- T12 Lights Replaced (14% of \$6340 rebated)
- HVAC Pump Gasket Repaired
- Thermal Pressure Wash of Garage
- Building exterior windows cleaned
- Flue Extension Added to Boiler Stack on Roof
- Overhaul & Rebid of building contractors

#### **Work Upcoming 2013:**

- Cooling Tower Replacement/Relocation^
- Parcel Locker Installation – U.S.P.S. 4C (\$1350)
- Painting Project (Repairs, Paint & Elements Update)
- Carpet Cleaning, January 25 @ 9:30am
- Rooftop unit stucco/repair (Low Bid: \$4616)
- Sprinkler System Overhaul & Landscaping Updates
- Drywall/Paint repairs to Unit #101 due to leak
- Replacement of (3) Existing Security Cameras
- Replacement of Security System DVR
- Pool deck drain inoperable (1 of 5)
- Pool Automatic Pool Fill Valve
- Rubber bumper protection in trash enclosure
- Repairs to elevator south lobby door/frame
- Air Duct Cleaning of Common Area Ducts

#### **Forum & Discussion**

- Elevator light
- Construction Noise
- Unscheduled Water Shutoff, January 22 @ 8:45am
- Scheduled preventative drain snaking to occur from 2<sup>nd</sup> floor to Main Line (June)
- Appetite for installation of building-wide wifi?
- Denver Fire Responses (See Attachment)
- Primary Residence Requirements per HOA Covenants (Mike)
- Prepaid costs vs. “Working Capital”<sup>o</sup>
- Fines assessed per HOA regulations (Jeffrey)\*
- Cooling Tower (Options, Rebates & Payment)^
- New Board Members?
- Q&A

**Next Meeting Date:**    \_\_\_/\_\_\_/\_\_\_ @ 7p.m.

## DISCUSSION SUPPLEMENT:

### **^Cooling Tower (Options, Rebates & Payment)**

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US Engineering selected as the contractor through competitive bidding process which included 3 possible vendors. Project is planned to occur in early May 2013 given historical data for A/C turnovers: 5/17/2012, 5/10/2011, 5/19/2010.

Options: Parking Lot: \$44, 350, Roof: \$24,985

Awaiting final cost numbers which incorporate the items above as well as corrosion protection, city permits, motor/tower specifics and cost to add backflow preventer in order to bring the operation up to present code requirements... Researched rebates from Xcel Energy and Denver Water. Both companies visited the premises and examined the existing tower and chiller room/components. Rebates exist for the following:

- VFD/VSD (Rebate: Xcel Energy ~\$400, plus inherent cost savings from usage efficiencies)
- On-Site Water Treatment (Rebate: Denver Water, plus cost savings from water usage & frequency of servicing)
- Make-up/Bleed Meters (Rebate: Denver Water)
- Conductivity Controller (Rebate: Denver Water)

### **°Prepaid costs vs. "Working Capital"**

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AMENDED AND RESTATED CONDOMINIUM DECLARATION FOR THE VERSAILLES CONDOMINIUMS

*"7.13 Contributions to the Working Capital. The Association or Declarant shall require the first and each subsequent Owner of each Condominium Unit to make at the closing thereof a non-refundable payment to capital in an amount equal to three (3) times the monthly installment of the maximum annual common expense assessment effective at the time of conveyance of the Condominium Unit, which sum shall be held, without interest being paid to the Unit owners, by the Association in a segregated account for the use and benefit of the Association, including without limitation, to insure that the Association will have cash available to meet unforeseen expenditures, or to acquire additional equipment or services deemed necessary or desirable by the Association's Board of Directors. Such contribution to capital shall not relieve an Owner from making regular payments of assessments as the same become due. Upon the transfer of his Condominium Unit, an Owner shall be entitled to a credit from his transferee for the aforesaid payment to working capital, such credit to be in an amount equal to the product of the first private Owner's payment into the working capital fund multiplied by a fraction, the numerator of which is equal to the amount in the working capital fund as of the Association's last financial statement (or, if readily available, such amount as of a more current date) and the denominator of which is equal to the total amount which would have been in the working capital fund if there had been no expenditures as of such date. While Declarant is in control, Declarant shall not use any of the Working Funds to defray expenses, reserve contributions, or construction costs or to make up any budget deficits."*

[In the context above, "Declarant" can be generally defined as the original developer of 789 Clarkson Street and by reference, the entity which caused The Versailles Condominiums HOA to be created. "Declarant" is further defined as, "MADISON MARKETING GROUP LLC, a Colorado limited liability company and C.S. SIRK, LLC, a Colorado limited liability company, with offices at c/o Scott L. Shwayder, Member, at 1873 So. Bellaire St., Suite 750, Denver, CO 80222...]

### **\*Fines Assessed per HOA regulations**

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VERSAILLES CONDOMINIUMS — RULES AND REGULATIONS — Updated August 2010

*"Any non-owner residing in any unit shall be subjected to these rules and regulations, including all rights and liabilities contained herein. Any fines incurred by a non-owner of the unit shall be chargeable directly to the unit owner and shall be added to and due with the regularly scheduled association payment. Each owner shall be responsible for distribution of these rules and regulations to all his/her tenants. Management must be provided with a signed declaration of receipt of rules and regulations from every owner/tenant."*



**U.S. ENGINEERING COMPANY**

Mechanical Contractor Since 1893

729 S.E. 8th Street  
PO Box 905  
Loveland, CO 80539  
[www.usengineering.com](http://www.usengineering.com)

Tel 970.669.1666  
Fax 970.663.0685

September 10, 2012

Adam Jon Hayworth  
Association Manager  
Versailles Condominiums  
789 Clarkson  
Denver, Co

Reference: New Cooling Tower in Parking Lot

Dear: Mr. Hayworth

U.S. Engineering Company is pleased to offer a lump sum proposal for the above referenced project. Our proposal is based on the following clarifications.

**Inclusions**

- Install one new cooling tower with electronic vibration cutout.
- Piping from mechanical room to new location in parking lot
- Miscellaneous fittings and hardware required to install system
- Delivery and unloading of new tower
- New cement pad in parking lot for the tower to set on
- Electrical service to tower
- Building core drilling

**Exclusions**

- New supply pump
- Overtime
- Asbestos, lead, or mold abatement
- Bond or permit fees

**Base Bid Total**

**\$ 44,350**

U.S. Engineering Company is looking forward to working on this project with you. If you have any questions or concerns, please contact me at this office.

Enthusiastically,

U.S. ENGINEERING COMPANY

Dennis Hazlett  
Sales Manager



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September 10, 2012

Adam Jon Hayworth  
Association Manager  
Versailles Condominiums  
789 Clarkson  
Denver, Co

Reference: New Cooling Tower on rooftop

Dear: Mr. Hayworth

U.S. Engineering Company is pleased to offer a lump sum proposal for the above referenced project. Our proposal is based on the following clarifications.

**Inclusions**

- Replace and Install one new cooling tower with electronic vibration cutout.
- New sheet metal rooftop cap
- Miscellaneous fittings and hardware required to install system
- Delivery and unloading of new tower
- 60 ton crane for 4 hours on a Saturday (\$250 additional cost per hour if required)
- Street closure expenses
- Electrical service for tower

**Exclusions**

- New supply pump
- Overtime
- Asbestos, lead, or mold abatement
- Bond or permit fees

**Base Bid Total**

**\$ 24,985**

U.S. Engineering Company is looking forward to working on this project with you. If you have any questions or concerns, please contact me at this office.

Enthusiastically,

U.S. ENGINEERING COMPANY

Dennis Hazlett  
Sales Manager



**DENVER**  
THE MILE HIGH CITY

**CITY AND COUNTY OF DENVER**  
Department of Safety  
**Fire Department**  
Fire Prevention and Investigation Division

P.O. Box 40385  
Denver, CO 80204  
p: 720.913.3474  
f: 720.913.3587

## Residential Fire Safety Equipment Report

**Homeowner:** *As a homeowner or tenant in a multi-unit residential facility, you are required to complete this report and submit it to the property management or homeowners' association (HOA) annually, unless the management is doing the required maintenance for you. We recommend that detectors be tested in the spring and fall—same time you change the clocks for daylight savings time. Portable fire extinguishers must be inspected once a year and hydrostatically tested every five years.*

**Property Manager or HOA Administrator:** *As a property manager or homeowners' association administrator, you are required to obtain Residential Fire Safety Equipment Reports for each unit annually. The reports must be kept on file and ready for inspection by Denver Fire Department personnel for three years.*

You may download additional forms at [denvergov.org/fire\\_prevention](http://denvergov.org/fire_prevention).

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Unit # \_\_\_\_\_

Denver, CO 802\_\_\_\_\_

### **SMOKE ALARM** *(must be tested and batteries changed every 6 months)*

Number of smoke alarms in residence \_\_\_\_\_ Year(s) of manufacture \_\_\_\_\_

Date test was completed \_\_\_\_\_ Batteries changed? Yes No

### **PORTABLE FIRE EXTINGUISHER** *(must be inspected once a year)*

Number of portable fire extinguishers in residence \_\_\_\_\_ Year(s) of manufacture \_\_\_\_\_

Date of last inspection \_\_\_\_\_

### **CARBON MONOXIDE ALARM** *(must be tested and batteries changed every 6 months)*

Number of carbon monoxide alarms in residence \_\_\_\_\_ Year(s) of manufacture \_\_\_\_\_

Date test was completed \_\_\_\_\_ Batteries changed? Yes No