

**MARINA PARK
BOARD MEETING
April 3, 2009**

MINUTES

1. **Call to Order.** The meeting was called to order at 3:05 p.m.

2. **Affirmation of Attendance and Quorum.**

- A. Board members in attendance were Rich Rutledge, Zeke Gazett, and Jim Buckler.

A quorum was established.

Also in attendance were Mary Ann (Unit B-11) and Shannon with Maximum Comfort (came later in the meeting).

- B. Representing Mountain Managers were Eric Gill, Susan Witkowski, and Judy Freese (via conference call).

The meeting date had been changed at the request of the Board. In the future, owners will be e-mailed with any meeting date/time changes that differ from what was published in the previous meeting minutes.

3. **Approval of Minutes from the 1/23/09 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.

4. **Repair and Maintenance Report** was reviewed by Eric Gill.

- A. Sump pump replacement. Eric explained that the sump pump in the right hand garage of B7 is for more than one unit. All of these drains dump into this sump pump before going to the sewer line. The sump pump is an HOA responsibility and will be an on-going maintenance issue. Ace Sewer & Drain has worked on this previously. It is a residential pump and not commercial grade. It can be expected to clog, fail, etc. and need maintenance. Previously, a rock had been found in the propeller. This time there was a lot of lint, possibly as the result of rugs being washed. Owners need to realize that the washing machine drains do not go directly to the sewer and watch what they put into the washers. Eric explained that a commercial grade pump (grinder pump) could be installed but this is expensive and it would still require maintenance.

- B. Building B sprinkler room freezes. Eric explained that problems have occurred 4 times since 2007. The first time was in December of 2007 (suspected valve freeze). The same thing happened in January of 2008, December of 2008 and again in January 2009. All parties have been consulted in an attempt to figure out what the problem is. A thermostat was put on the upper pipes and at floor level. Low temperatures were 29 degrees at floor level and 50-58 degrees at the ceiling – nearly a 30 degree swing in temperature from the top to the bottom of the room. The person that engineered the room suggested flipping the heater so it blows down instead of up and installing baseboard heating. Eric does not feel that the HOA should make any changes at its expense. An attorney has been hired to look into options and the next step is to go to the insurance company (Bob Strong) and see what is covered and if another party can be subrogated. Too much money has been spent to date. There is obviously something wrong (back flow preventers should not freeze at 29 degrees). This needs

to be fixed and the responsible party identified. Eric has talked to the insurance adjuster – claims were filed for the first 2 freezes but have not yet been filed for the second 2. The attorney has also talked to Farmers. It was noted that the attorney and Farmers need to work together to resolve this issued. Farmers has the resources to do a lot of the leg work.

5. **Financials.**

- A. Eric reviewed the February financials and explained that these financials also included year to date figures. Utilities were \$3,679 over budget year-to-date. Eric explained that last year Mountain Managers did not have all the information (missing utility bills, etc.) when preparing the budget. For this year, utilities were budgeted with a 12% increase but so far that hasn't been enough. Hopefully, this will fall back in line as the year progresses. Repair and Maintenance was substantially over budget (\$8,523). \$4,597 was spent in February and the B building sprinkler room freezes accounted for much of the total overage. Year-to-date, the Association is \$10,828 over budget mostly due to the two line items discussed above.
- B. The balance in the checking account was a negative \$7,566.15 and the money market was at \$2,044.88.
- C. Delinquencies were reviewed for Bernier/Bosma. Eric explained that some payments were received in March leaving delinquent balances as follows:

A1	\$3,041.34
A3	\$2,956.55
B8	\$2,484.31
Commercial A	\$ 649.64

This brings the total down to \$9,131.84 versus the \$21,910.75 that appeared on the February financials. The Board requested that a close eye be kept on these accounts and liens be placed on the units if payment is not forthcoming. This has been dragging out for far too long and the Board wants to make sure Bernier/Bosma knows the Association is serious about collection. Liens will be placed next week if necessary.

6. **Old Business.**

- A. Elevator. Eric explained that the Association has been trying to see where they can save money and closing the elevator has been considered. Costs were reviewed and nearly \$2,500 per year is spent on keeping the elevator running. It was suggested that the elevator be shut down until such time as it was needed for actual handicap access. This would be dependent on the approval of the deed restricted units that have access to the elevator. Mary Ann questioned whether or not an inspector could "ding" the association for closing the elevator. Eric stated he has talked to the Town and it doesn't appear that this will be a big issue provided the elevator is made available if needed for handicap access. Mary Ann said this would be OK with her and Jason provided it was OK with the ADA. A 90 day notice is needed to discontinue the maintenance contract. Elevator service could be stopped by 9/15/09. The other deed restricted unit owners will be contacted for their approval.

- B. Pool/hot tub replacement/relocation options. Eric gave a short history and explained that Shannon with Maximum Comfort had done work on the pool and hot tub and had also done some research on life expectancy and estimated replacement costs. Options that have been under discussion include doing away with the hot tub and leaving just the pool, installing a new hot tub, changing the existing pool into a hot tub (either by dropping a tub into the pool area or converting the concrete pool into a concrete hot tub), or doing away with both the pool and hot tub. Another option is to do nothing. If the hot tub is done away with, the area could be used to install a fire pit, seating area, landscaping, etc. The current hot tub is not commercial grade (residential only) and is not expected to last very much longer. The cost of keeping the pool open has been researched and averages approximately \$300 per month.

Shannon stated that the current pool and hot tub are not compliant with state and federal laws. At this time, he feels there is generally no serious problem unless there is an actual incident which would raise questions on non-compliance. In the not too distant future, inspections will be more frequent and stringent when it comes to compliance. The Virginia Graham Baker Act (VGBA) is now mandatory and legally, all should be compliant.

Shannon had a list of various options and discussed these. The commercial Bradford tub would be compliant with all state and federal laws and is self contained. He has not been able to locate any fiberglass tubs that are self contained, VGBA compliant, etc. The life expectancy of a stainless steel tub is long. There is a 25 year warranty and it can be welded, patched if necessary and could possibly last a lifetime. Cost for the commercial Bradford tub is estimated at \$35,000 to \$40,000.

Conversion of the concrete pool to a concrete hot tub would cost \$72,000 to \$80,000. Benches would be added along with jets, etc. Cost is high due to core drilling, new walls on both sides, new floor, etc.

The Hot Spring Grandee hot tub would run \$13,500 to \$15,000, however, this is strictly a residential tub (not commercial), has no warranty, and is not compliant with state/federal codes. Eric asked if there would be any liability for the HOA or management company if another residential tub was installed. Shannon noted that since residential tubs do not meet state/federal requirements, there could be a problem if there's an accident or someone gets sick and the tub is found to be non compliant. It's safer to go with a commercial code compliant tub. The Board agreed.

Shannon was asked questions on converting the pool into a hot tub. This might make sense if the price is reasonable. Shannon stated the \$72,000 - \$80,000 could be high but he would need to get more bids from subcontractors to get a more accurate figure. Zeke noted that 8 or 9 owners already have private hot tubs and might object to a high assessment to put in a new hot tub. Rich noted that no decision/policy is being made at this time but he would like to see more solid numbers. It was suggested that owner input should be solicited before spending more time on pinning down dollar amounts.

The pool will need to be made compliant. There are a couple of things that must be done before the pool opens. Shannon estimates about \$1,500 to accomplish work.

Shannon was thanked for all his work and asked to hold off on anything further. The Board will be in touch.

It was noted that dues has already been raised 20%. Painting is due to be done in 2010 and an assessment will be needed to cover part of the cost. Marina Park is a "class" project and it should be maintained that way. Items such as painting are vital and need to be addressed before new amenities are considered. It had previously be decided to do all painting at one time in 2010 instead of in phases that could leave the complex looking uneven and disjointed.

It was suggested that when the current hot tub dies and it isn't financially feasible to replace it, the HOA could then elect to get rid of the hot tub all together, turn the pool up in winter, install an electronic cover to make it easier to open/close, and add a gas fire pit area off to the side. It was noted that Lance did a terrific job on landscaping and maybe he could come up with a plan for the fire pit area.

It was resolved to prepare a survey for owners listing some options and soliciting their opinion. The survey will state that nothing is being done immediately but the Board is looking at some long range plans. A decision may be needed sooner rather than later if the current hot tub dies in the next 6 months to a year. Compliance with state/federal law will also be cited. Mountain Managers will prepare the survey for Board approval before sending out to owners with the minutes.

- C. Zeke noted that the plow person usually comes between 8 and 8:30 a.m. If he could come at 10:00 a.m. the lot is usually empty and a better plow job could be done. Eric will call contractor. There will be some exceptions (i.e. snow starts late), but there should be no problem getting a later plow time.
- D. It was noted that striping is completely gone. Eric has it on the list as a spring project.
- E. Paint bubbles have been noted under the drive entrance and need to be looked at in spring. Eric has talked to Terry about this and it will be fixed under warranty. We need to be sure the paint matches.

7. **New Business**

- A. There is a Board vacancy due to Ron Melgren selling his unit (term expires in 2010). The Board may appoint a new member to fill the open position. It was asked if anyone knew of anyone who would be interested in serving on the Board. Rich noted that a full time resident might have more interest. It was also noted that it would be nice if "A" or "B" building was represented on the Board but all volunteers are welcome! If anyone is interested in serving on the Board please fill in and return the "Board Member Interest" form that is included with the "Amenity Survey". It was noted that Greg (B-7) might be a good candidate. This led to a discussion on the exercise room since Greg had volunteered to do some work in this area. Zeke said he would be happy to remove any old equipment. It was felt that basic equipment for the room should include a stationary bike, elliptical trainer, treadmill, and bench. Mary Ann and Jason have a punching bag they would like to get off their porch and they would be glad to have it put in the exercise room. Eric will contact Greg for an estimate on cost.

- B. The E-mail from Lina Lesmes (B12) regarding energy efficient lights and recycling was discussed. Some lights are on all the time and she didn't feel they were needed for security. They are also all very bright. Some options were discussed including putting lights on a motion sensor, timers and/or photo cells. An electrician will need to be consulted. In the meantime, we could put in energy efficient bulbs. This won't save a tremendous amount of money but will help. All agreed that recyclable materials often fill up dumpsters but the addition of recycle bins would cost the Association money that it doesn't want to spend at this time. It was noted that owners may recycle; renters do not. All owners are encouraged to recycle on their own. Eric will talk to Lina about these issues when he calls about the elevator.
- C. It was noted that unit A3 has butcher paper on the bay window. The unit is apparently used for construction crew members and there is also a lot of commercial stuff stored in the garage. Eric will ask Terry to comply with Rules and Regulations.

8. **Schedule Next Board Meeting.** The next Board meeting will be July 31, 2009, 3:00 p.m. at Mountain Managers.
9. **Adjournment.** There being no further business, the meeting was adjourned at 4:55 p.m.

Signed:

Approved via e-mail

4-14-09

Rich Rutledge, President

Date

Judy Freese, Recording Secretary

Date

MARINA PARK HOMEOWNERS ASSOCIATION

Dear Homeowners,

The Board is asking for your input on possible options for the pool/hot tub. No immediate action is being planned but the Board is trying to come up with some long range plans for the amenities at Marina Park.

As noted in the attached minutes, the hot tub is not expected to last much longer. At past meetings the Board has looked at several possibilities including doing away with the hot tub (many owners have private hot tubs) and keeping only the pool, and converting the pool to a hot tub. If the hot tub is done away with, the possibility of adding a gas fire pit, seating, and some landscaping to this area has been talked about. Another option is to do nothing at all and leave things as they are. A major consideration is compliance with state and federal laws. At this time the pool and hot tub are both non-compliant. Please refer to the attached minutes for additional information.

It would be appreciated if you would complete the attached brief survey and return it as soon as possible to Mountain Managers. It will help the planning process if the Board knows what your preferences are.

You may mail, e-mail, or fax your survey to:

Mail: Mountain Managers, Inc. – Property Management Department
P.O. Box 647
Frisco, CO 80443

E-Mail: propertymanagement@mtnmanagers.com or judy@mtnmanagers.com

Fax: 970-668-5616

Please note: At the end of the survey we have included a form for people interested in serving on the Board of Directors. There is currently one vacancy due to the sale of Ron Melgren's unit. The Board will be appointing a new member to fill the remainder of Ron's term (expires in 2010). Please refer to the attached minutes for additional information.

Thank you in advance for your help!

MARINA PARK
BOARD OF DIRECTORS

MARINA PARK – OWNER SURVEY POOL & HOT TUB OPTIONS

Please complete and return as soon as possible

By mail: Mountain Managers, Inc. – Property Management
P.O. Box 647
Frisco, CO 80443

By E-Mail: propertymanagement@mtnmanagers.com or judy@mtnmanagers.com

By fax: 970-668-5616

NAME _____ UNIT # _____

Please check your preferences below and note any comments (all prices are estimates):

- _____ Do nothing – leave pool and hot tub as is
- _____ Install new commercial grade hot tub compliant with all state and federal laws (\$35,000 - \$40,000)
- _____ Convert concrete pool to concrete hot tub (\$72,000 - \$80,000) and install gas fire pit, seating, landscaping in current hot tub area (\$20,000)
- _____ Do away with hot tub and install gas fire pit, seating, landscaping. (\$20,000). Leave pool as is.

COMMENTS: _____

BOARD MEMBER INTEREST FORM

I am interested in filling the open position on the Board of Directors for Marina Park (term will expire in 2010).

NAME _____ UNIT # _____

PHONE NUMBERS: Home: _____ Cell: _____

E-MAIL: _____