

**MARINA PARK
BOARD MEETING
OCTOBER 29, 2011**

MINUTES

1. **Call to Order.** The meeting was called to order at 4:05 p.m.
2. **Affirmation of Attendance and Quorum.**
 - A. Board members in attendance were Rich Rutledge and Greg Waters.
A quorum was established.
 - B. Representing Mountain Managers were Hadley McDonald, Greg Denckla, and Judy Freese (via phone).
 - C. Also in attendance was Sue Rutledge.
3. **Owner Forum.** Sue Rutledge would like to discuss tree removal – this will be discussed later in the meeting.
4. **Approval of Minutes from the 6/4/11 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Repair and Maintenance Report** was reviewed and covered the period of 6/11 through 9/11. Items included repair of the pool deck area, exterior window cleaning, replacement of sprinkler head/lines in unit B7, repair/replacement of stone/flag stones in various areas, and landscaping (plants and trees).

Window cleaning is done annually. If finances permit, it would be preferred twice a year (spring and fall). It will be budgeted for once per year and the Board will be consulted before a 2nd cleaning is scheduled.

The drywall repair in unit B7 has not yet been completed and will be scheduled

Landscaping (plants and trees) looks good.

When the stonework was done in the pool area, the existing stone was used. Mountain Managers will make arrangements to have the gap by the concrete filled in.
6. **Financials.**
 - A. September financials were reviewed along with year-to-date numbers. Income is less than budgeted year-to-date by \$5,359. Unit D18 remains seriously delinquent and no payments have been received since August. The amount owed exceeds the super lien amount (6 months dues) and it is recommended that this account be turned over to the attorney. After discussion, the Board authorized Mountain Managers to turn the account over to the attorney for a demand letter.

Expenses were looked at and overall, the HOA is \$1,022 under budget on expenses year-to-date and showed a negative net of \$2,918 through September.

The balance in the checking account was \$7,995.22 and the money market account balance was \$69,155.42.

- B. 2012 Budget. The budget was re-done in accordance with decisions made at the last meeting. A 2.5% dues increase was approved at the June special HOA meeting. This will not allow 10% to go into reserves. A dues increase of 12.5% would be needed to raise the annual reserve contribution to 10%. The current reserve contribution of \$3,960 is well below the recommended 10%. Bank lenders are looking for 10% (mostly for FHA loans) but so far, no problems have been noted with Marina Park sales. The Board would like to keep dues as low as possible and noted that expenses were more under control. The MCR is funded fairly well (an assessment for painting will be needed). It was resolved to keep the dues increase to 2.5%.

Utilities are budgeted with a 12% increase. Rates have continued to rise (\$36,000 spent in 2009, \$46,000 in 2010 and \$55,000 in 2011). Common utilities include the pool, heated drive, heat tape, and exterior lighting. The heated drive is expensive but it's not just a convenience. The area would be extremely difficult to plow and snow would have to be hauled out. With the heated drive, the only area requiring plowing is the west lot. The heating system for the drive is turned off in warm weather; the pool is never off. It was noted that exterior lights are on a timer and this needs to be adjusted since it's getting dark earlier.

Expenses are actually down but the one serious delinquency is hurting the HOA's bottom line.

A motion was made, seconded, and passed to approve the 2012 budget as prepared.

7. **Old Business.**

- A. Treadmill agreements: Greg has e-mailed these to Mountain Managers.
- B. Prohibiting commercial vehicles from parking on the premises was discussed. The Board approved adding to the Rules and Regulations that commercial vehicles are prohibited without the express written permission of the Board.
- C. Sue noted that the dumpster is often full of large boxes that are not broken down. This fills up the dumpster quickly! A letter will be sent to all owners asking that boxes be broken down prior to putting in the dumpster or taken to recycling.
- D. Owner/HOA responsibility for interior unit damages resulting from an exterior source such as a roof leak was talked about at the last meeting but no decision was made. According to the insurance agent, the HOA insurance takes precedence over an owner's HO6 policy if the damage exceeds \$5,000. There have been some leaks but none have been over the HOA's deductible. The leaks in the sprinkler rooms (several years ago) were the only ones that resulted in insurance claims and at that time, the deductible was \$1,000. It was resolved to make this an agenda item at the HOA meeting. The Association's governing documents will be checked to ensure there is nothing that would preclude making all interior repairs an owner responsibility. (Subsequent to the meeting, the Declaration was checked. An amendment to the Declaration would be necessary in order to make interior repairs resulting from common area sources an owner responsibility.)

- E. Mountain Managers sends out a freeze prevention letter to all owners each fall. The Board asked to have turning off the water to washers after use added to this letter.
- F. Greg Waters (unit B7) talked about the sump pump issue. Ace Sewer and Drain has looked at this but couldn't find anything wrong. Greg Denckla thought the problem was coming from the lift pump that services washers/dryers. It was explained that the sump pump in the garage of B7 services more than one unit and these drains dump into this sump pump before going to the sewer line. Previous issues have included a rock in the propeller and a blockage caused by an excessive amount of lint. When a problem occurs, water backs up into B7's garage and smells bad. This has happened recently and needs to be checked again ASAP. Ace Sewer and Drain will be called to check and see if jetting is needed.

8. **New Business.**

- A. MCR projects for 2012 were looked at. Firm bids can be obtained and the Board will address each of these as needed. Items include:

Gutters & Heat Tape Replacement	\$12,000
Exterior Staining of Decks – Buildings A & B	\$3,000
Exterior Staining of Decks – Buildings C & D	\$3,000
Asphalt – Seal Coat & Stripe	\$1,201
Pool Resurfacing	\$9,000

Decks are stained when painting is done (every 6 years) and can be scheduled then and in between paintings every 3 years. Seal coating was done in 2010 and can be done every 3 to 4 years. The pool resurfacing is mainly for cosmetic reasons (staining) and can be put off.

- B. Removal of cottonwood trees was talked about. Greg Denckla noted that if live trees are removed, you are required to replace at a ration of 1.5 to 1 (remove 1 tree – put 1.5 back). The exceptions are trees that pose a fire danger or a danger of hitting a building, etc. It was felt that the trees are getting huge and could pose a danger to buildings if they fell. Replacement trees do not have to be of the same type or put in the same location. The Board asked Mountain Managers to obtain bids for removal of the cottonwoods on the North West corner and the 2 in the drainage ditch (evergreens are to be left). The Board would like an estimate ASAP.
- C. Greg Denckla met with Countywide about getting a gas line to the BBQ. The Board has previously discussed getting rid of the hot tub and putting a grill in that area. Greg stated if that's the chosen location, the gas line could easily be done. The existing grill could be used and Mountain Managers will look into what it would take to convert the grill from propane to natural gas. It was noted that renters use the grill far more often than owners and they do not clean it after use. It was felt that the money for this project might be better spent towards getting rid

of the hot tub. It was also noted that the original plan was for a gas line for a fire pit to be installed on the north side of the pool. The Board is not in any rush to accomplish this but prices can be obtained. It would be better to get rid of the tub first and then address what goes in this area (fire pit, tables, chairs, etc.) Mountain Managers will find out what it will take to cut up and dispose of the hot tub.

- D. Sue Rutledge mentioned that the locking system for the pool does not preclude people from getting in. Tall people can simply reach over the gate and unlock the lock. Bids will be obtained for extending the height of the fence. In addition, the bubble wrap pool cover is missing and needs to be replaced.
 - E. There will be two vacancies on the Board for 2012. The terms for Rich Rutledge and Lance Haeberle are expiring. Rich Rutledge will run for re-election and will be listed as a declared candidate on the ballot.
 - F. Annual Meeting Agenda (12/3/11): The Board asked that a dues comparison based on a square foot basis be included on the agenda. The interior unit damage being an owner responsibility will also be added.
 - G. Mountain Managers was asked to check and see if unit A4 sold or if it was taken off the market.
9. **Schedule Next Board Meeting.** The next Board meeting will be on Saturday, 2/11/12, 4:00 p.m. at Mountain Managers.

It was noted that Mountain Managers and the Board have a good working relationship. The Board is very pleased with Mountain Managers and the guidance they provide.

10. **Adjournment.** There being no further business, a motion was made, seconded, and passed to adjourn the meeting at 5:20 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary

APPROVED:

Approved via e-mail

11/28/11

Rich Rutledge, President

Date