

**MARINA PARK
BOARD MEETING
NOVEMBER 1, 2014**

MINUTES

1. **Call to Order.** The meeting was called to order at 4:01 p.m.
2. **Affirmation of Attendance and Quorum.**
 - A. Board members in attendance were Rich Rutledge, Bruce Mitchell, and Andy Holley. A quorum was established.
 - B. Representing Mountain Managers were Phil Wells and Judy Freese.
3. **Owner Forum.** No owners except the Board were in attendance.
4. **Approval of Minutes from the 9/6/14 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Repair and Maintenance Report.** There was one item over \$500 during the month of August, 2014. The roof was repaired at unit A1. This may have been related to an ice dam problem that caused a leak. Roofers were observed doing a lot of caulking and replacing a damaged shingle. Mountain Managers was asked to verify the cause of the leak. It was noted that access is difficult. A 40 foot ladder was used and a lot was accomplished for the \$500 charged by SBR.
6. **Financials.**
 - A. September financials were reviewed. Total income was ahead of the budgeted amount by \$2,809 year-to-date. On the expense side, most categories were close to budget except for snow related items. Over all, the HOA was \$613 over budget on expenses through September and showed a positive net of \$2,196 year-to-date. There was one delinquency (30 days).

The balance in the checking account was \$22,608.83 and the money market account balance was \$70,613.97
 - B. 2015 Budget and MCR. Two budgets were prepared - one based on no dues increase that results in a negative net of \$1,929 and one based on a 1.5% dues increase that results in a positive net of \$315. Decreasing the MCR annual contribution to offset the deficit is not a reasonable option. Reserves need to be built up and the annual contribution is less than the 10% of income that some lenders look for. As buildings age, more maintenance is needed and without adequate reserves owners will be facing bigger assessments. Income needs to keep pace with increasing expenses. Dues are high but not out of line when you compare by square footage. It might be possible to adjust the budget to offset the projected deficit without raising dues but this would result in an extremely tight budget and would not allow for any unexpected expenses.

The Board has discussed annual dues increases in the past along with increasing reserve contributions. Dues increases were done in 2012 (2.5%) and in 2014 (5%). After further discussion, the Board resolved to approve the budget with a 1.5% increase and expenses will continue to be watched carefully. Any operational surplus at year end can be transferred to reserves. Mountain Managers was asked to look at the 2015 budget and see if expenses can be trimmed in any category if feasible. Any changes that are made will be sent to the Board.

MCR projects for 2015 were reviewed. The two big items are pool resurfacing (\$6,500) and rekeying the complex (\$1,800). The pool resurfacing will probably not be needed and can be moved out several years. Rekeying can also be deferred for several years. Plants and trees will be reviewed in the spring but the budgeted amount of \$1,000 may not be needed. Crack filling will continue to be done annually. The MCR dips into negative numbers in 2024 but there are some major expenses that can probably be deferred. Asphalt should last substantially longer than anticipated as long as regular maintenance is continued. The asphalt does not see heavy use and is in good shape at this time. Retaining walls can generally be repaired versus replaced. Metal hand rails could be an issue especially in front of building A. These are starting to rust due to being hit with salt and sprinkler water.

7. **Old Business.**

Rich noted that drainage around the trash enclosure is improved but is still an issue. Mountain Managers was asked to draft a letter to the Town asking if a drain pan on the north side of the Galena Street alley could be added while the town is working on other drainage issues. The dumpster enclosure floods frequently. The HOA has spent money on mitigation (drainage ditch) but would prefer a better solution. This is a safety hazard not only for Marina Park by also for the alley.

8. **New Business.**

A. HOA Agenda:

- Andy Holley will be a declared candidate on the annual meeting agenda/ballot.
- There is a special assessment anticipated for 2016. A sheet listing the cost per unit will be included in the annual meeting packet. It was noted that this assessment has not yet been approved but is anticipated at that time.

B. The gutter/heat tape estimate from Rob Karbowski is probably not needed at this time. It is not anticipated that the problems from last winter will recur. There may be some gutters needed at either end of D building where ice builds up but this should cost in the neighborhood of \$1,500 if needed.

9. **Schedule Next Board Meeting.** The next Board meeting will be held immediately after the HOA meeting to elect officers and schedule the next regular Board meeting.

10. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 5:26 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary

APPROVED:

Approved via e-mail

11/4/14

Rich Rutledge, President

Date