

**MARINA PARK  
BOARD MEETING  
MARCH 8, 2014**

**MINUTES**

1. **Call to Order.** The meeting was called to order at 4:17 p.m. at the Back Country Brewery.
2. **Affirmation of Attendance and Quorum.**
  - A. Board members in attendance were Rich Rutledge, Bruce Mitchell, and Andy Holley. A quorum was established.
  - B. Also in attendance were Scott and Mary Origer, unit C15.
  - C. Representing Mountain Managers was Phil Wells.
3. **Owner Forum** – no comments at this time.
4. **Approval of Minutes from the 11/16/13 and 12/14/13 Board Meetings.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Repair and Maintenance Report** covered the period of 10/13 through 1/14 and contained two items: Collection policy, cover letter and bank payment options were sent to all owners and the trench work was completed. The area beside/behind the dumpster enclosure was trenched to improve drainage. SBR has returned twice to clear the area but the concrete is below grade where water collects. There also appears to be some drainage from the property next door. This has been a bigger issue than normal with the heavy snowfall this year.
6. **Financials.**

January financials were reviewed. Dues collection was over the budgeted amount due to some prepayment of dues. Total income was over the budgeted amount by \$5,978. Most expenses were under budget however utilities were substantially over budget. This is primarily due to the heavy snowfall this year which has kept the ice melt system running continually. On the plus side, no hauling off of snow was needed due to the heated drive. Security was over budget but this may be due to a payment timing issue. Overall, the HOA was \$1,206 over on expenses year-to-date but still showed a positive net of \$4,771 through January.

The balance in the checking account was \$18,214.40 and the money market account balance was \$90,772.13.

No delinquencies were noted – all accounts are current.

All of the heat tape on buildings C & D has failed and some on building B also needed to be replaced. It's unlikely that all tape failed simultaneously, but last winter was mild and it may not have been noticed that heat tape was not heating properly. Heat tape is 10 years old which is the average life expectancy. There is \$12,000 budget for heat tape replacement this year. The cost will exceed this since 2 breakers had to be replaced that were not up to code. The cost for the electrical hook ups and 2 new breakers was almost \$6,000. The new heat tape invoice has not yet been received. Rob Karbowski did the heat tape replacement and did not charge for all the ice and snow he had to remove prior to installation. The cost of new heat tape is \$8 per foot (plus electrical cost) which will put a dent in the MCR but will not impact the operational budget.

7. **Old Business.**

- A. The two "No Parking-Fire Lane" signs in the alleyway have completely faded out. These are standard signs and the Board approved replacement.
- B. There is a lot of water coming off the back of building D. This is where huge icicles built up this winter. Contractors who normally remove roof ice and snow were so busy there was a long waiting period for service. Mountain Managers got Rob Karbowski to remove the ice/snow. The south side of building D might benefit from gutters and downspouts. This would also require additional heat tape for the downspouts. Karbowski will look at this in the spring and estimate cost and feasibility.
- C. Rich noted there is another area with bubbling paint on the south edge of the underpass. This will need to be looked at during the spring/summer.
- D. There is some stone that has popped out by the pool. All stonework will be checked and repaired during the summer season.
- E. There were a few instances where the pool was not opened on weekends. It was explained that there was a change in staff and the new people working weekends didn't know they were responsible for opening the pool. This has been rectified.
- F. The drainage issues by the dumpster enclosure were talked about. This area will be looked at again once the snow is gone. There may be a problem with the drainage from across the alley but it's unlikely the Town or the neighbor will do anything about it. Scott volunteered to spend some time looking at this once the snow is gone and see if a reasonable solution can be found.

8. **New Business.**

- A. Landscape proposals from Neils Luncford were received and included in the packet for informational purposes only. Celtic did the deep root feed feeding last year and is less expensive. Due to all the snow it may not be necessary to deep root feed again this year unless drought conditions return.
- B. The 2<sup>nd</sup> annual Bruce Mitchell 4<sup>th</sup> of July get together was talked about. This really isn't a good time for some of the Board and it was decided to move the date to the BBQ weekend (6/12-14). It was decided to go head and plan on 6/15 (Father's Day). When the date is closer, notice will be sent to owners regarding what to bring, the need for grills, etc.
- C. Making owners responsible for interior unit damage regardless of cause was discussed. This is not meant to be punitive to owners. It simply means that an owner's relatively inexpensive homeowner insurance policy (HO6) will pay for interior damages up to the amount of the HOA deductible. Owners would not be responsible for the cost of repairs to common elements (roofs). They would only be responsible for interior unit damage. After extended discussion, the Board decided further research was needed. They would also like to see a copy of the letter Mountain Managers would be sending to owners. No decisions were made pending additional information. (Subsequent to the meeting some additional research was done by Mountain Managers. It was found that this was discussed at the 12/3/11 HOA meeting. It was

noted in the minutes that in order to take this action, the Declaration would have to be amended. Since this is extremely difficult, if not impossible, no action was taken at that time and will not be pursued now.)

- D. The pool has been a little cloudy and sand has been collecting on the bottom. Staff will be reminded to vacuum more frequently. It was also pointed out that back in the beginning when the pool was new, chemicals were not correct and the finish on the sides of the pool was damaged. Unfortunately, the bad finish can make the pool look like it has not been adequately cleaned. It's not bad enough to warrant a complete re-doing of the pool at this time.
- E. Snow accumulation in the grill area was leaking into the bathroom. Snow was removed yesterday and the area will be watched.
- F. The BBQ grill's current location precludes using it during the winter or when it rains in the summer. Most people have their own grills and the common area grill does not get a great deal of use.
- G. Scott would like to replace his deck with a synthetic material (no wood filler, etc.). He will be sending Phil some samples of the material to be used. He volunteered to do his deck as a "test" to see how well it holds up, decreases maintenance, etc. This information will be valuable for future wood deck replacements when they become necessary.
- H. Decks were discussed. Many owners do not shovel their decks and snow accumulation can lead to rotting of the wood. In addition, melting snow drips on to the sidewalk causing ice problems. It was suggested that the Rules and Regulations be revised to state owners are responsible for clearing decks of snow if there is 6 inches or more of accumulation. Failure to do so will result in the HOA making arrangements to have the shoveling done and billed to the owners. It was also suggested that the flat surface of the deck be made an owner responsibility for all maintenance including board replacement and staining. Staining of decks is budgeted for every 2 years but many owners do not seal/stain in the off years. The Declaration will be checked and deck issues will be discussed at the next Board meeting. (Subsequent to the meeting, the Declaration was checked. Decks are a Limited Common Element (defined as "those parts of the Common Elements which are either limited to or reserved...for the exclusive use of an Owner of a Unit or are limited to and reserved for the common use of more than one but fewer than all Owners).") The Declaration also states that "Each Owner shall maintain and keep in repair...the surfaces (excluding the roofing elements) of Limited Common Elements allocated to the Unit.")

9. **Schedule Next Board Meeting.** The next Board meeting will be Saturday, June 14, 2014, 4:00 p.m. at Back Country Brewery.
10. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 6:00 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary (minutes prepared from a tape of the meeting).

Approved via e-mail

3/25/14

**APPROVED:**

Rich Rutledge, President

Date \_\_\_\_\_