

**MARINA PARK
BOARD MEETING
JUNE 14, 2014**

MINUTES

1. **Call to Order.** The meeting was called to order at 4:10 p.m. at the Back Country Brewery.
2. **Affirmation of Attendance and Quorum.**
 - A. Board members in attendance were Rich Rutledge, and Bruce Mitchell. A quorum was established.
 - B. Also in attendance were Scott Origer, unit C15, and Lina Lesmes, unit B12.
 - C. Representing Mountain Managers was Phil Wells.
3. **Owner Forum.** Dumpster poaching is an ongoing problem. If it's seen and the license number can be recorded, the violator can be fined \$500. The drainage issue at the dumpster was talked about. This was discussed at the last meeting and has been looked at again. Additional concrete and cleaning up the rock area may help. The best solution seems to be to extend the drain pan all the way to the driveway which may eliminate the problem. This isn't something that should be done "in house". It's better to have the concrete work done by a professional. Pricing will be obtained for this work. It was also noted that there are loose stones throughout the complex. This is an on going item and is addressed every year as necessary.
4. **Approval of Minutes from the 3/8/14 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Repair and Maintenance Report** covered the period of 2/14 through 5/14. Completed items included all new heat tape on C & D buildings, replacement of failed heat tape on B building, electrical hook up for all new heat tape, replacement of ice melt system pump, roof snow and ice removal, annual inspection of the fire sprinkler system, and installation of a Silent Knight Addressable Control for the fire sprinkler monitoring system.
6. **Financials.**

April financials were reviewed. Income was ahead of the budgeted amount by \$8,129. Expenses were \$2,535 over budget year-to-date. The majority of the overage was for utilities and snow removal items – not too bad considering the lengthy winter. The ice melt system was running for a longer time than usual but the system saved the Association money – no snow haul off was needed. Overall the Association showed a positive net of \$5,594 through April.

The balance in the checking account was \$15,255.31 and the money market account balance was \$68,989.05

One delinquency was noted for \$72. All other accounts are current.

There was a question on Repair and Maintenance – the financials noted that the clubhouse toilet had to be unclogged. This happened again last night and was successfully plunged. However, it's possible that someone dropped something down the toilet that is causing some obstruction. Ace Sewer and Drain will be called to look at and snake. If this is unsuccessful, it may be necessary to camera the line.

7. **Old Business.**

- A. Interior hallway painting. The hallways have been looked at and are in fairly good shape. The lower level is the worst with quite a few dings and marks. It was resolved to wait until fall and have Mountain Managers staff clean the walls, patch dings, and touch up paint. A corner protector will be added to the corner at the bottom of the stairs.
- B. Whether or not to make deck shoveling and all deck maintenance an owner responsibility was discussed. Snow that remains on the deck can have a very adverse affect on the deck surface. In addition, the HOA currently seals decks every 3 years (not often enough) and most owners do not seal or stain in the off years. The Declaration has been checked and it states that decks are a limited common element which is 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." In addition, "...each Owner shall maintain and keep in repair...the surfaces (excluding the roofing elements) of Limited Common Elements allocated to the Unit." No changes would need to be made to governing documents to make decks an owner responsibility. Discussion took place on what standards would need to be set to ensure deck uniformity. This is already covered in the Declaration and in the Rules and Regulations. Owners must obtain written approval from the ARC/Board for any unit modification/improvements. No alteration or additions to the common elements of any kind (including change in color, texture, street number signage, doors, or windows) can be made without ARC approval. After additional discussion, it was resolved to make decks an owner responsibility, to include staining, sealing, repair/replacement, snow removal, etc. Owners will be notified by letter to be sent out with these minutes. Staining is a relatively minor task but the letter will advise owners that Mountain Managers can provide information for qualified contractors to owners who would like to contract to have the work done. Mountain Managers can also provide contractor information for repair/replacement. The letter will be sent to the Board for review before distribution to owners.
- C. Deck Staining – will not be done. All deck staining is now an owner responsibility

All deck maintenance including staining will be removed from the MCR.
- D. Painting will be coming up in 2016. The last paint job was done extremely well and still looks great. Painting costs have gone up considerably and new bids will be obtained next year. The money saved on deck staining can be put towards painting.

Some rails are starting to rust at the bottom and some have pealing paint. It may be necessary to wire brush and paint more often than every 6 years when painting is done. Regular maintenance can preclude replacement.
- E. Negative numbers in the future on the MCR are not a big issue at this time due partially to scheduled assessments. Not contributing the required 10% of gross income to reserves each year could be a concern. The majority of the major lending institutions want to meet the government loan requirements in order to be able to sell the loan in the future if desired.

The HOA has been able to meet the 10% requirement for the past two years by utilizing the settlement monies on the sale of unit D18 but will fall short this year. It was noted that the HOA is well managed and has come a long way over the past years. Putting 10% into reserves would be nice but it would require an increase in dues. This will all be looked at again when preparation for next year's budget begins in the fall.

8. **New Business.**

- A. Turner Morris recommended some additional work that was not accomplished during the annual roof inspection. This is work that needs to be done to prevent future damage and approval was given to proceed.
- B. Crack filling, seal coating, and striping were approved for 2014.
- C. More Lava rock is needed along buildings D and A. Rich and Phil will do a walk around and look at landscaping needs, hand rails, stone work, etc.
- D. The 2 front doors on A building need to be stained more often – every 3 years. They get a lot of sun and are very faded. All doors will be looked at during the walk through.
- E. The gate going into the pool needs to be looked at. The handset isn't working properly.
- F. Questions were asked on the savings realized by closing the pool during off seasons. This is hard to pinpoint since the same boiler that runs the pool also runs the ice melt system. Due to the extended winter, the ice melt system ran considerably longer than usual. The financials should show some savings on utilities over the next couple of months. Closing the pool does save on maintenance costs as well as normal wear and tear.
- G. The pool has been switched from Bromine to Chlorine. The Bromine was not effective for such a large surface with substantial UV exposure.
- H. Parking on 7th is permitted but this is not Marina Park property and cannot be controlled. The Town was called about the vehicle with the flat tire that hasn't moved in months.
- I. Window cleaning will be scheduled for later in the year, probably in July.

9. **Schedule Next Board Meeting.** The next Board meeting will be Saturday, September 6, 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 5:50 p.m.

Respectfully submitted:

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

Approved via e-mail

7/2/14

APPROVED:

Rich Rutledge, President

Date