

**MARINA PARK  
BOARD MEETING  
NOVEMBER 13, 2015**

**MINUTES**

1. **Call to Order.** The meeting was called to order at 1:05 p.m.
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 owners Bob Stanley (B-6), Jason and Maryann Brewer (B-11), and Lina Lesmes (B-12)
  - C. Representing Mountain Managers/Hammersmith Management were Aly Anderson and Judy Freese.
3. **Owner Forum.** The dumpster issue is much improved. It was pointed out that the cleaning company no longer uses the dumpster however, they also no longer pay for its use. The HOA is now paying all trash removal costs.
4. **Approval of Minutes from the 9/12/15 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
5. **Financials.**
  - A. September financials were reviewed. Total income was over the budgeted amount by \$5,629 including dues, collection of reserves on unit sale, and interest. The HOA was \$3,200 under budget on expenses and showed a positive net of \$8,829 thorough September. The category for Repair/Maintenance was \$8,883 over budget but no breakdown on expenses was included in the packet. Aly will forward the information to the board. Trash was also over budget and this will be checked. Since Summit Mountain Cleaning had been paying for trash removal, this item should not be over budget. With a month still to go, it appears there will be a budget surplus at year end that can be transferred to reserves. This will be approved at the HOA meeting on 12/19.

The balance in the checking account was \$30,073.42 and the money market account balance was \$80,808.76 at the end of September. There were several owners that have not yet paid for fireplace cleans.
  - B. 2016 Operations Budget: Income is based on the current dues structure and the Board was asked if they had any thoughts on increasing dues. Rich noted that historically, the HOA has followed the same basic philosophy of keeping dues down and paying for painting, etc. by special assessment. Dues are currently average for the county based on square footage of units. Bruce volunteered to put together a dues study comparing Marina Park to other comparable complexes and will ask Jason if he will assist. Amenities, size of units, curb appeal, and location all play a part in the amount of dues paid.

Painting is to be done in 2016. New bids will need to be obtained and it is anticipated that the cost will be higher than it was 6 years ago. Generally, a portion of reserves is used for this cost and the balance is paid by assessment. An \$80,000 assessment

was done in 2010. Once bids are obtained, the amount of assessment can be determined and owners notified.

A motion was made and seconded to approve the 2016 budget. With no further discussion, the motion carried.

6. **Management Report.** This is a report that Aly will be preparing for all meetings. The report includes completed items, pending items, a financial overview, and any items requiring board discussion or decision.
7. **Old Business / New Business.**
  - A. Installation of an electric car charging station was discussed. Jason (B-11) has approached the HOA regarding this. Jason noted that the HOA cannot deny approval to an owner if the charging station is put in LCE such as an owner's garage. In this case, unit B-11 has a carport that is shared with another unit. The carport is large enough to accommodate 2 vehicles but it is very tight creating the possibility of damage to cars sharing the space. The owners have worked out an agreement whereby B12 uses the carport and B-11 does not. In addition, there are no documents that state the carport belongs to these two units exclusively. Jason asked about installation of a charging station that would tap into one of the street lamps. This would be a locked and metered charging station put in at the owner's expense. In the future, Jason could remove the charging station if he leaves Marina Park. The Board asked if Hammersmith would do some research regarding any liability issues associated with having something like this located on common area for the exclusive use of the owner that is paying for installation. Jason stated he would also find out what installation entails and obtain estimates from an electrician. More information is needed regarding legalities before making any decision.
  - B. The owner of B10 has offered to put a Stairclimber in the exercise room for everyone to use. The Board would like to know if this is a donation or if it will just be on loan. If the equipment is to be donated and belong to the HOA they would be glad to accept it. It was also noted that B10 needs to address the window coverings and bring them into compliance. A letter will be sent to the owner regarding both issues.
8. **Schedule Next Board Meeting.** The next Board meeting will be immediately following the annual meeting on 12/19/15. At this meeting the Board will decide on officer positions for the coming year and set the date for their next Board meeting. The annual meeting will be held at Mountain Managers office. The terms for Bruce and Rich will be expiring and both have agreed to run for re-election.
9. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 2:15 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary

<b><u>APPROVED:</u></b>	Approved via email	12/4/15
	Rich Rutledge, President	Date