

Marina Place Condominium Association
Board of Managers Meeting
January 22, 2008 by Teleconference 6:30 pm
Minutes

Board members present via teleconference: Al Baker, Susan Snyder; Henry Gardiner, Al Watson, Patrick Kelly

Basic Property Management personnel in attendance: Dan Ulmer, Charles Johnson, Candy Ramage at the Basic Property Management office in Silverthorne.

I. Call to Order

President Al Baker called the meeting to order at 6:33 pm.

II. Introduction of guests and rules of participation

There were no guests present.

III. Review and Approval of the October 1st Meeting Minutes

Motion to accept the minutes as posted by Kelly, Second by Watson. Carried unanimously.

IV. Financial Report

Al Watson reported that he reviewed the work presented by BPM Accounting Supervisor, Candy Ramage, from May through December 31, 2007. After a cursory review, he did not find any outstanding issues that needed board attention. All current account numbers were within acceptable range in relation to projected budgetary numbers. The Board reviewed the financial reports for the period May 1, 2007 through December 31, 2007. Operating Income was slightly over budget at \$241,076 while Operating Expenses were also slightly over budget at \$222,250. Reserve revenues were \$3,260 over budget at \$64,294, while Reserve Expenses were under budget by \$11,045 due to timing of payments and projects deferred. Checking and Savings account balances stand at \$147,350, A/R at \$6,510, and Total Reserves ended the year at \$146,860. Snyder moved to approve published financial reports. Kelly Second. Carried unanimously.

The concept of shifting to a calendar fiscal year was discussed. Watson stated that changing to a calendar year will help to correct the insurance costs straddling the current fiscal year challenge. Snyder raised the issue that a dues increase in June or July will not be felt fully in the calendar year scheme. Watson suggested that the timing of dues increases would be more transparent in a calendar year fiscal. Gardiner made a motion to adopt a calendar year budget and tax cycle and match any changes to dues to be effective as of January 1 of each year to synchronize with the budget. Snyder second. Carried unanimously.

Lanelle Barnet advised that since the Board has voted to change the fiscal year, we are required to file a form with the IRS to request permission for the change. That form has to be filed by March 15. BPM will take care of the filing. Then the association will file a tax return for the short period May 1, 2007 – December 31, 2007. In the future, Marina Place Condominium Association will file its tax returns on a calendar year basis.

V. Resident Manager's Report – Charles Johnson

We have had a few close calls; a renter in 318 left a comforter against a baseboard heater. The comforter was scorched when found. The owner of 325 tried to replace the dining room light fixture himself, fried the light switch, thermostat, burned the wires behind the thermostat and burned out one of the relays in the Dencor panel. I noticed when I checked his unit that one of the three-way switches in the kitchen did not work after checking this I found that he had replaced a three-way switch with a regular switch, one of the terminals on the switch was burned. This is the second time I have found units with three-way switches replaced with regular switches.

The leak in the pool discovered in December was located and repaired by Kaupas. We have also installed a cover for the pool. In the last three days we have lost about ½ inch of water compared to 8 inches a day before the repairs were completed. The ½ inch loss occurred today from evaporation while the cover was off. We should see a drop in the water bill as well as pool chemical bills.

Clubhouse 1 temperature still stays in the low 50s. Clubhouse 2, has the same problem, the last three nights the inside glass doors have been frozen shut. Condensation is an ongoing problem in CH 2. I recommend that we not wait until 2009 to replace the heating systems in both clubhouses. I have located a contractor who can do both for \$14,000. The other bids I have are \$15,000 for CH 2 alone and a bid for \$29,500 for both. I have checked the work of the first contractor, he installed a new heating system for the clubhouse pool area at Dillon Valley East they have not complaints.

We currently have leaks in three ceilings: unit 337 a leak was repaired by Turner Morris in October, it is leaking again, there is a leak in the deck ceiling at unit 236, Turner Morris is attempting to fix this, lots of ice on the roof impairing them, they worked on both problems again today. Unit 339 has developed a leak in the living room ceiling, however it has not leaked since the temperature has dropped. We are scheduled for roof replacement for several penthouse roofs this summer.

We had a frozen water line behind the commode in unit 118, I unthawed this line. This is not the first time this line has frozen at this location. We currently have a frozen drain under unit 413, I was notified last night. I called Ace Sewer and Drain this morning; they will be out this afternoon. We had a leak in the shower ceiling of unit 226, shower floor drain was leaking from unit 236. This leak has been repaired; repairs to the ceiling still need to be made.

The heat tape in down spouts has apparently stopped working at one location on building 3 and one location on building 4. We have removed the ice from the downspout at parking space 435 in order to replace the existing heat tape.

This year we seem to have an even greater problem than usual with ice buildup at building 4.

As mentioned previously the snow blower was stolen on 10 January, no leads on who might have stolen it.

As mentioned we had three episodes of human feces found one time in the pool and twice in hot tub two in CH 2.

Completed Projects:

- 1. The gas piping has been completed and inspected by the Summit County Building Department. We have had 26 gas fireplaces and inserts installed by Colorado Comfort Products; all were inspected and passed by the Summit County Building Department.*

2. *Western States completed the shutoff valve replacement and the work on the sprinkler heads in the units. They did not install the backflow devices because their engineer said the pressure drop would be too great. He based this on the sprinkler drawings and specs for building 3 and the existing water pressure.*
3. *Colorado Mountain Maintenance completed the painting of the ceilings and cinderblock walls in Clubhouse 2.*
4. *Colorado Mountain Maintenance completed the sealing of the exterior wall to deck area of all decks that have been experiencing water penetration.*
5. *I completed heat tape upgrades under building 2*
6. *Had a digital heat control installed for the hot tub boiler in Clubhouse 2*

Planned Projects:

1. *Emergency exit lighting for the atrium area of building 3*
2. *Storm window replacement in the penthouse of unit 236*
3. *Install hot water heater in ladies restroom of Clubhouse 1*
4. *Repairs to heat tape under building 4*
5. *Installation of auto fill system for the pool*

*Charles Johnson
Resident Manager*

On motion from Gardiner, second from Snyder, the Resident Manager's report was accepted unanimously with thanks.

VI. Architectural Review Committee report

- a. During a security check by the Resident Manager, it was discovered that Unit 415 installed gas fireplace logs without a meter, without a building permit, without the services of a licensed plumber, and without following any of the rules and guidelines of the Association regarding use of the new gas service. BPM will proceed to levy Rules Violation procedures against this owner who will be fined and the gas shut off immediately. Letter to be written by Dan.
- b. Watson contacted a structural engineering architect company to create a model review process for unit remodeling. He will use his own remodel as a pilot for the program.

VII. Old business

- a. Gas Project - Charles reported that all supply piping completed and had passed inspection. 26 installations of gas inserts were completed with permits and all passed inspections by Summit County. Colorado Comfort Products has been very responsive with all owner issues. Two meters appear not to work and action will be taken to replace them. Charles will read the meters as close to the day Excel reads so that owner usage and billing can be coordinated.
- b. News letter - Al Watson will write an Architectural report and will put this news from the BOM on the website.

VIII. New business

- a. Clubhouse heater repairs. Current clubhouse heaters are 25 years old exhibiting leaks and the inability to properly heat the clubhouse. Two separate bids were solicited and received to replace the existing heaters. One bid proposed replacing the Reznor furnaces in both clubhouses with new Reznors - CH1 \$11,580 new Reznor furnace and CH2 replace Reznor \$17,985. The second bid from Amerin Contracting proposed changing to a boiler system and hot water heat for CH1

\$6,565 and CH2 \$7,375. This same hot water system installed at Dillon Valley East complex and has proved to be more cost effective, energy efficient, and more reliable than traditional furnaces. In addition the new hot water system will solve the excessive humidity problem in the clubhouses. A motion by Kelly and seconded by Snyder directed BPM to move ahead with the Amerin Contracting proposal for a boiler / hot water system in both clubhouses. Motion carried with Watson opposed.

- b. Heat mats/ice problems – BPM needs to get bids for a 2009 project to target trouble areas with a spot electrical system. BOM directed Charles to get the bids and estimate the costs to operate.
 - c. Security cameras – BPM recommends using digital video surveillance system to monitor the Clubhouses and help prevent vandalism. This type of system has been used effectively at the Dillon Valley East, Ski and Racquet, and Lagoon properties. PBM was directed to pursue.
 - d. Change Rules Violation Penalty Fee Structure. Following a discussion of the penalty fee structure as it relates to architectural issues, a Motion by Watson second by Snyder to create a new fine structure for ARC structural violations and to revise the current fine structure for other violations of the rules. Architectural violation fines: \$500 first violation, \$1,000 second violation, \$1,500 for third violations. Minor violations of any other rules the first violation \$50, \$100 for the second, and \$150 for the third violation. All such revisions are to be added to the *Marina Place Condominium Association Combined Policies and Procedures* document and the revised documents published to the website. Motion carried unanimously.
 - e. BOM response to owners' electrical wiring fire hazard – Watson and Gardiner to field comments from other BOM members for revised Architectural Review rule on alterations especially regarding electrical wiring and fire hazard.
 - f. Discussed Back Flow valve issue. Motion to commence correction was made by Gardiner and second by Watson. Carried unanimously.
- IX. Discussion of the Dillon Council meeting to present the Preliminary Marina Master Plan attended by Gardiner and Watson. Two individuals from *JJR*, consultants hired by the Town of Dillon, shared ideas and comprehensive plans for the Dillon Marina. Watson and Gardiner were encouraged by the initial plan for a pedestrian walkway and stair leading between MP Phase 1 and MP Phase 2 to a cascading garden, stairs, and ADA foot path from the lakeside foot path to the marina. This garden will help to stabilize the hill so that MP will be less likely to slide into the lake. Also the two-level parking structure appears to be relatively benign. The top level surface will not be any higher than the existing upper lot and the lower level will be at about the same level as the existing lower lot. Dirt will be removed to take both levels back into the hill in front of Lake Cliff. See the following link for more info:

<http://www.townofdillon.com/What%20to%20See%20%5F%20Do/Dillon%20Marina/Preliminary%20Marina%20Master%20Plan/>

X. Date of next meeting – April 1st 6:30 PM

XI. Adjournment

Motion by Watson, Second by Kelly – adjourned at 8:21 PM

MARINA PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 1, 2008
via teleconference

I. CALL MEETING TO ORDER

The Marina Place Condominium Association Board of Directors Meeting was called to order at 6:45 p.m. via teleconference.

Board members participating included Al Watson, Al Baker and Patrick Kelly. Susan Snyder and Henry Gardiner were excused.

Representing Basic Property Management were Dan Ulmer, Candy Ramage and Charles Johnson. Erika Krainz of Summit Management Resources transcribed the minutes from tape.

II. APPROVE PREVIOUS MEETING MINUTES

A motion was made to approve the January 22, 2008 Board Meeting minutes as presented. The motion was seconded and carried.

III. FINANCIAL REPORT

A. 2008 Capital Projects

Al Watson, Dan Ulmer and Charles Johnson met to discuss 2008 Capital expenses.

B. Balance Sheet and Profit and Loss Statement as of February 29, 2008

Al Watson said he reviewed the quarterly reports with Candy Ramage. There were no significant issues and all expenses were within the budgetary parameters. Al Baker made a motion to accept the financial reports as presented. Al Watson seconded and the motion carried.

IV. MANAGER'S REPORT

A. Recommended Capital Improvement Projects

1. Roofs - Tear off and replace existing roofs on penthouses 1, 2 and 4 in Building 3. Estimated cost \$35,000. Al Watson was in favor of moving forward with this project.
2. Painting - Paint Building 2. Estimated cost \$32,500. This project has already been approved.
3. Downspouts - Reconfigure downspouts on Building 4 and possibly at the driveway to allow better runoff of snowmelt and rain. Estimated cost \$15,000 plus \$50,000 to rework driveway. After discussion, the Board

- agreed to complete the downspout portion of the project first to determine if it is the correct solution and to table the reworking of the driveway.
4. Ice Melt System - Install an ice melt system at the downspouts along Building 4. Estimated cost \$24,000. The Board agreed to table this project.
 5. Paving - Pave driveway at lake end of Buildings 3 and 4 and between Building 4 and Lake Cliffe, including removal of some bad concrete. Estimated cost \$15,000. After discussion, the Board agreed to pave only the south end of Buildings 3 and 4 and to address the west side at a later date. The estimated cost for paving the south end only is \$8,000 but Charles Johnson will get a firm bid once the paving contractor is back in town.

The tabling of several projects reduced the total Capital expenses from \$179,000 to \$106,000. All three Board members present were in favor of approving the Capital projects as discussed.

B. 2008 General Maintenance Projects

1. Repair concrete deck floors at Units 218 and 317 - \$5,000.
2. Siding replacement in various locations, including replacement of several 2 x 6 boards on unit decks - \$10,000.
3. After roof replacement on penthouses 1, 3 and 4, contract for ceiling repairs in Units 339, 337 and 236 - \$5,000.
4. Replace storm window in Unit 236 - \$1,500.
5. Plumbing for ice melt boilers needs replacement as well as the circulation pumps. The pumps are too large and the fast moving glycol has deteriorated the walls of the copper pipes - \$3,000.
6. Emergency lighting in Building 3 atrium - \$2,500.
7. Handrails at street steps - \$3,000.
8. Remove old carpet and install new carpet in stairs at CH 1. Trade electric heater removed from CH 2 for carpet left over from project at Woodbridge Condominiums - \$500.
9. Replace front steps at Buildings 1 and 2 with Trex - \$12,000.
10. Work on heat tape under Building 3 - \$2,500.
11. Women's restroom water heater in CH 1 - \$2,000.
12. Replace interior doors on CH 2 - \$3,500.
13. Reposition existing sprinkler system and electrical outlet at driveway entrance to Buildings 3 and 4 prior to contractor's work.
14. Reconstruct street entrance to Buildings 3 and 4 - \$3,500.

The Board members agreed these projects should all be done at a total estimated cost of \$50,000. Al Watson noted this list was a combination of the list from last

year as well as projects for the upcoming year. Some of the projects were actually budgeted for last year.

V. OLD BUSINESS

A. *Dillon Master Plan*

Al Baker said he received information from the Town Manager. The Town has no desire to interfere with the existing view. He recommended the Association stay informed about any potential changes to the initial plans.

B. *Annual Meeting Date*

Dan Ulmer said the Bylaws specify that the Annual Meeting should be held in July but the Board can change the Bylaws to allow for a later meeting. A later Annual Meeting would allow management to provide better estimates for the next year's budget. The Board discussed moving the meeting to September but ultimately agreed to keep it on the same weekend in 2008 as in 2007 and to poll the owners about their preferences. The Annual Meeting was scheduled for July 12, 2008.

C. *Security Camera*

Charles Johnson said he received an estimate from an expert and the cost for a system with transmitters was prohibitive. An alternative would be cameras with a recorder, which could be stored in a closet. Dan Ulmer said this type of system was installed at another property he manages and it eliminated the majority of the problems. He estimated the cost would be \$5,000 – 6,000. The Board decided to table this project for the time being.

D. *Collection of Payment for Gas from Owner*

One owner installed his own gas meter for his fireplace but it did not function properly. The Board billed him for the estimated consumption but the owner objected to the amount charged, offered to settle for \$100 and paid that amount. The Board never agreed to this payment and is still waiting for the remaining amount due.

E. *Fireplace Update*

Charles Johnson said the tracking of gas consumption was going well. Two meters failed and were replaced by Colorado Comfort. There was discussion about charging back a portion of the gas expense to Colorado Comfort, but Charles pointed out the contractor had long since been paid in full. He also noted that Colorado Comfort went above and beyond with their service to try to make all owners at Marina Place happy. In general, the program has been a success and is working well. The Board agreed to put Colorado Comfort on notice regarding

faulty meters, and to ask them to ensure any meters installed in the future are functioning properly. The contractor should be warned that they could be charged back for gas usage for any future installations of malfunctioning meters.

VI. NEW BUSINESS

A. *Shower Leaks in Units*

Al Baker said it was his understanding that the cost of repairing damage from shower leaks in units caused by an upstairs unit due to negligence (i.e. an old hot water heater, improper installation of a new shower, etc.) would be the responsibility of the owner with the leaking shower. Charles Johnson explained that in the past, the Association had paid for repairs if the leak was in the pipes in the ceiling, since this was beyond the owners' control. Charles recommended fixing the floors so they do not give because this appears to be causing some of the leaks. In summary, the answer to Henry's question will be that the Association will pay for the repairs.

B. *Heater*

Henry Gardiner offered to buy the remaining unused heater for \$100 (in his email). The Board authorized this transaction.

C. *Charge for Reading Gas Meter*

Basic Property Management is handling the reading of the gas meters at a charge of \$10/unit for the entire winter season. Some owners have complained about the fee but the Board authorized continuation of this program. Dan Ulmer said the per unit price could be lowered if more units participated.

D. *Spring Clean Up Date*

The clean up date was set for June 14, 2008.

E. *Replace the Carpet in the Manager's Unit*

A motion was made to authorize replacement of the carpet in the Manager's unit with hardwood floor. Charles Johnson said he would do most of the work himself and would probably just need to hire someone to help him. Since the unit is on the main level, the carpet can be replaced with wood. The motion was seconded and carried.

F. *Extra Help for Charles Johnson*

The Board authorized the hiring of extra help for Charles Johnson, especially for snow removal. It was noted that he is the Property Manager and should not necessarily have to handle all maintenance activities.

G. Minutes Process

Dan Ulmer said Henry Gardiner had been doing the minutes for the Board Meetings. He sends them to the Board members for revisions and then he sends them to Richard Garcia for posting on the website. Dan Ulmer requested a change to that procedure. After the minutes have been revised by the Board, they should be sent to Basic. The minutes will then be labelled as "Draft" minutes. They should not be posted on the website until they have been approved in final form by the Board. Once they have been finalized, they can be posted on the website.

VII. SET NEXT MEETING DATE

The next Board Meeting was scheduled for Monday, May 19, 2008 for Budget review.

VIII. ADJOURNMENT

With no further business Al Watson made a motion to adjourn the meeting at 8:10 p.m.

Approved By: _____ Date: _____
Board Member Approval

Marina Place Condominium Association
Board of Managers Meeting
May 27, 2008 by Teleconference 6:00 pm
Minutes

President Al Baker called the meeting to order at 6:18 PM after all documents were circulated. The BOM was provided five-year projects of maintenance and reserve expenses prepared by Charles Johnson, Resident Manager as well as YTD Financial Statements prepared by Candy Ramage, BPM Accounting Supervisor.

I. Roll Call

Board members present by telecom: Susan Snyder, Patrick Kelly, and Henry Gardiner;
Board members present at BPM offices: Al Baker, Al Watson;
Basic Property Management personnel present: Dan Ulmer, Candy Ramage, Charles Johnson.
A quorum was present.

II. Review and approval of the 4/01/2008 Minutes

Gardiner requested that the roll call be revised to note that Snyder and Gardiner be listed as "excused" not simply absent since they made good faith efforts to ask the President for their absence.

Motion to approve minutes as amended by Gardiner passed unanimously on motion by Kelly and second by Watson.

III. Review of Financial Statements January through April, 2008

Balance sheet discussion included Watson's notation that there are few variances from the prior period and that we are on-track.

Review of P&L – Three items were highlighted by Watson:

- Higher than budgeted snow removal costs for the four months ended April, 2008
- Utilities - Gas experienced a savings of \$5,500 due to the club houses being closed a total of 21 days in addition to the savings due to the replacement of the main heat pump system in club house #1
- Expenses Billed to Owners is a new expense category not yet budgeted that records the natural gas pass-through to owners with gas fireplaces. It will zero out over time.

Motion to accept and approve the financial report as presented by Treasurer, Al Watson was made by Snyder and second by Gardiner and carried unanimously.

IV. Discussion of Reserve Expenditures for the remainder of the 2008 calendar year.

Water run-off for the West side of building #4 - There are two issues occurring at the existing concrete driveways on the west side of the driveway adjacent to building 4. Ice build-up is occurring due to improper draining due to the current grading, in addition to the drainage of water through surface cracks in the present concrete surface. The proposal discussed was to remove the damaged concrete, re-grade to improve the drainage issues and replace with asphalt pavement. Charles reports that the biggest problem of undercutting is seen on the South (lake side) of the parking structure. Contractor (MM Asphalt) suggests removing 6,000 sq ft concrete, regrading and repaving with 2" of Class 6 road base, and 3" sealed asphalt. Estimated \$32,806 that can be started mid-June. Snyder requested a second bid and Kelly called for a third bid – to provide a competitive price. Charles to get two more bids and the project is to move ahead. Discussion ensued as to whether this project could be postponed. Concern was expressed over continued drainage of water under the concrete parking and building area if this issue was not resolved. It was decided to move forward with the project before fall of 2008.

May 27, 2008 Minutes

Penthouse roof replacements Bldg #3 – Charles reported that the replacement is proceeding as planned and that it was a good thing because leaks caused monetary damages during the year. Project cost \$35,000 – almost completed.

Siding Replacement on all sides of building #2 – not to exceed \$20,000 – the first of a four-year program – almost completed.

Staining of Bldg #2 – contract not yet let but will proceed – project cost \$32,000.

There followed extensive discussion of the years 2009 through 2013 and the regularly scheduled expenses for staining and roof repairs plus those items that have been projected by BPM to maintain the market value of the complex in the Club Houses, Railings, Driveways and Snowmelt Systems.

Railing replacement – Insurance company recommends the Association bring each unit up to commercial code (prevent people from climbing over the top or crawling through the railing spaces 4” spacing). County code and Town of Dillon architectural review planning department must also be consulted. More study is required.

Ice Melt Fluid Line and Boiler Replacement Both Buildings – Boilers are obsolete and no parts are available – could wait until they fail and replace – will schedule an analysis of expected boiler life. More study is required.

The real challenge facing the Association is how to pay for these projects over the coming years – raise dues or levy a special assessment – as the alternative of foregoing the projects was deemed to be irresponsible. After lengthy discussion, the penthouse roof #3 replacement, replacement of damaged siding on building #2 and staining building #2 and pavement replacement of building #4 were deemed necessary to complete in 2008. This will bring the reserve to approximately \$77,000 at the end of December 2008. At present our rate of dues contribution to the reserve fund stands at \$91,000 per year. In the five year plan, capital (reserve) expenditures are projected to average \$124,000 per year based upon future roofing repairs / replacements, building staining, snowmelt systems maintenance and replacement. To meet the anticipated upkeep to the Association’s property an additional \$33,000 per year will need to be raised.

Gardiner asked BPM to develop a comparable expense and reserve analysis for similar complexes so that the Board could understand where Marina Place stands in relation to its peers.

Al Baker asked each board member to reflect on the ways we can provide coverage for \$124,000 per year in capital expenditures for maintenance of this property and bring those ideas to a follow-up meeting June 2 at 6:00 PM.

V. Adjournment: Kelly made a motion to adjourn the meeting that was seconded by Snyder and carried unanimously. Baker closed the meeting at 8:26 PM

Respectfully submitted, Henry H. Gardiner, Secretary

**MARINA PLACE CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNER MEETING
July 12, 2008
Dillon, Colorado**

I. CALL TO ORDER

The Marina Place Condominium Association Annual Homeowner Meeting was called to order by Al Baker at 9:28 a.m. on Saturday, July 12, 2008 at the Dillon Community Church.

Board Members Present Were:

Al Baker, President, #427	Susan Snyder, Vice-President, #315
Henry Gardiner, Secretary, #121	Al Watson, Treasurer, #236
David Brunk, Officer, #422	

Homeowners Present Were:

Eileen Bolton, #426	George Ballweg, #432
Ernie & Cecile Berliner, #433	Joel Carter, #319
Francis Corry, #124	James Cummings, #131
Roland Durloo, #314	Pam English, #231
Elizabeth Garcia, #333	Frantz Foster, #227
John Goldstein, #435	Geraldine & Harold Haskins, #134
Jean & Richard King, #415	Pete & Gail Sturdivant, #112
Lauri Larson, #214	Mary Lawson, #234
John Lowen, #116	Karen Mitchell, #414
Jean Moore, #217	Michael & Donni Moore, #215
John Nice, #216	James & Linda Northrop, #322
Deidre & Blair Ohler, #416	Jay & John Ostaffe, #123
Lois Taylor, #413	Nancy Walker, #328
Pam Brunk, #422	

Proxies were received from Units 114, 115, 117, 136, 211, 228, 235, 238, 311, 312, 313, 321, 324, 326, 329, 334, 335, 336, 337, 412 and 421.

Representing Basic Property Management were Dan Ulmer, Lanelle Barnett, Candy Ramage and Charles Johnson. Margot Mayer of Summit Management Resources was recording secretary.

II. ROLL CALL AND PROXIES

With 28 units represented and 21 proxies received, a quorum was reached.

III. VERIFICATION OF NOTICE

Dan Ulmer stated that notice of the meeting was sent in accordance with the Bylaws.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

Meeting minutes amended to add Francis Corry Unit, #124, to list of Homeowners Present. John Lowen made a motion to accept the minutes as amended from the July 28, 2007 Annual Meeting as presented. Lauri Larson seconded and the motion carried.

V. BASIC PROPERTY MANAGEMENT REPORT

Dan Ulmer introduced his staff and thanked the Association for their continued cooperation and support. He said he works closely with the Board on enforcement of the Covenants, special projects and accounting. He thanked Charles Johnson's grandson for helping to set up the meeting room.

VI. PRESIDENT'S REPORT

Al Baker thanked the homeowners that attended the workday. He said he was hoping for greater participation. Going forward, the notice for the Homeowner Workday will be sent out at least thirty days in advance. He said several projects have been completed and all long range plans are right on track. He thanked the Board members and especially Ernie Berliner for his involvement in the Board until last year.

Al Baker explained it has been challenging getting the paving project on the west side of building 4 completed due to weather conditions. He thanked owners for their patience and asked owners not to park in the newly paved area until all cones have been removed. Charles Johnson said the diagonal stripes on LaBonte Street indicate a no parking zone which is being enforced by the Town of Dillon.

VII. TREASURER'S REPORT

Al Watson explained that the Board changed the accounting from a fiscal year to a calendar year. He suggested changing the Annual Meeting date from July to September so the budget could be approved with more accurate numbers.

John Lowen made a motion to change the Annual Meeting date from July to September. A straw vote was taken and the majority of owners voted to keep the Annual Meeting in July so the motion did not carry.

Al Watson proposed a 20% dues increase as recommended unanimously by the board. He said Turner Morris gave a six year plan for roof replacement. Based on the estimated costs for roof repair / replacement, driveway replacement / repair, building staining /siding replacement, and snowmelt system repairs in the upcoming years, the contribution to the Reserve Fund needs to be increased to pay for these projects. The dues increase would cover the cost to keep the complex maintained properly and also increase the Reserve Fund balance. Susan Snyder explained that approximately 30% of the monthly dues would be directed to the Reserve Fund instead of the present 20%. The Reserve Fund contribution would increase from approximately \$91,000 to \$163,000 a year. The options to fund these projects are a dues increase, a Special Assessment or to take out a loan. A 5% dues increase, as has been done in the past, will not be sufficient. Due to the change to the calendar year a dues increase would be effective August 1, 2008.

As of April 30, 2008 the Association was \$1,239 over budget. Ernie Berliner commented that the financial report should go back an entire year and should include back to May 1, 2007. Capital Reserve expenses should be reflected individually as detailed line items. He asked why the Balance Sheet dated April 30, 2008 reflected \$30,000 less than last year's projected budget. Al Watson explained that there were higher expenses for snow removal and paving expenses were \$40,000 instead of \$14,000. Ernie Berliner said it was important to identify major variances to budget. Susan Snyder commented that it could be the timing of payments as well.

John Goldstein made a motion to approve the proposed 20% dues increase but to build in a two year hold on further increases until January 2012. Eileen Bolton seconded. In discussion, it was noted that it was difficult to predict what costs would be for the next 3 years and therefore it would not be possible to ensure that a limit on future dues increases until 2012 would sufficiently fund all necessary projects through that time period. Al Baker said estimated expenses for projects over the next six years were approximately \$731,800. The motion did not carry.

John Lowen made a motion to approve a 20% dues increase effective August 1, 2008. The motion was seconded by Fran Correy and carried with three votes opposed and five undecided.

Jean King made a motion to ratify the proposed 2009 Budget. Lauri Larson seconded and the motion carried with one opposed.

VIII. MANAGER'S REPORT

Charles Johnson thanked the owners for the Christmas gifts and bonus he and his wife received. He gave a brief review of completed projects and reminders to owners.

1. The annual fire inspection has been completed. He asked owners to not hang decorations from sprinkler heads and to keep sprinkler heads clear at all times. No flammable materials can be stored in the units.
2. There has been some theft and break-ins. He advised owners to lock their unit doors and windows. He recommended keeping bicycles on decks. The Dillon police have been alerted to these issues. The police have been patrolling the area. He asked owners to call the police immediately if there is a problem. There has been a growing gang problem and multiple car break-ins at the Silverthorne Recreation Center. Charles Johnson said he would recommend hiring formal security if this trend continues. A homeowner felt owners should be notified of problems like this. Management will post this information on the website.
3. Buildings 1, 3, and 4 have been powerwashed.
4. All doorknobs should look the same and should not be changed to a different style or color. All locks must be Schlage brand due to the master key system.
5. He requested that owners refrain from placing jute rugs on decks because they make a mess on areas below.
6. Drapes should be installed so they do not extend beyond the ledge and hang down on heaters. Furniture should not be moved too close to baseboard heaters. All drapes and blinds must be either white or light beige.

7. Construction waste and old appliances cannot be put into the dumpster. The owner is responsible to have all these items hauled away or pay for removal.
8. About 1/3 of the units switched to natural gas fireplaces. Units without an insert will typically exhibit some heat loss. He encouraged owners to use Colorado Comfort to install the insert as local contractors have been unable to obtain the necessary meter that is required as part of the installation. He said a Summit County permit is required for this project. Al Baker said the insert has been very energy efficient and heats the entire unit except for the laundry area and second bedroom.
9. Only owners are allowed to have dogs. About 95% of the dogs on the property belong to owners. He reminded owners that pet "rest" areas are not between buildings 1 and 2 or between buildings 3 and 4. He also asked owners to clean up after their pets. An owner recommended sending out a notice to owners reminding them to clean up after their pets and to pick up their cigarette butts. Management will post this information on the website.
10. Paving on the west side of building 4 and staining of building 2 has been completed. Replacement of some deteriorated siding was completed with this staining project.
11. Building 1 is scheduled for siding replacement and painting in summer 2009. He recommended that owners label their bikes. A notice will be sent reminding owners to remove their bikes during this period. Multiple owners of a unit need to make sure to communicate with each other regarding the bike removal.
12. An electric instant water heater, lavatory and vanity have been installed in the ladies' locker room in Clubhouse 1.
13. Bicycles are allowed to be stored underneath the stairs. Charles hopes to have more bike racks installed.
14. Numerous roof leaks have been repaired on Building 3.
15. A new heating system has been installed in both Clubhouses resulting in fewer condensation problems and higher efficiency.
16. An irrigation line broke underneath the concrete and part of the grass could not be watered and looks dry. He said it is the line that the Town of Dillon uses to irrigate the section between buildings 2 and 3. The Town reimburses the Association for water usage.
17. All pavement cracks are being repaired beside buildings 1, 2, and 3 and asphalt will be sealed before the end of this summer.
18. The Town of Dillon has hired a backflow prevention specialist and checked Marina Place. As a result the Association was asked to replace backflow devices this summer. The Board was not able to negotiate replacement over a three year time frame as originally planned.
19. Dan Ulmer said he is in negotiations with the laundry contractor to obtain new washers and dryers.

IX. OLD BUSINESS

A. *Patio Railing Replacement*

This project is estimated to cost approximately \$60,000. It will not be cost effective to do one building at a time. The Board is currently researching different designs to ensure that the new railing will not obstruct the view, meet code requirements and

any town requirements. A design has not been selected as of yet. In the meantime, owners are allowed to put up “chicken wire” if they so desire.

B. Architectural Committee

The committee did not receive any requests for review. Francis Corry suggested that all owners who have made modifications without approval be required to go through the review process retroactively. He said he volunteered last year to be on the committee but was never contacted. Owners should contact Charles Johnson if they notice other owners remodeling so he can make sure they have gone through the proper review process. A fine structure is in place and will be sent to owners to reinforce the rules and regulations.

X. NEW BUSINESS

A. Wireless in Dillon

The Town of Dillon is talking about providing wireless for the entire town. Henry Gardiner said he brings his Comcast cable modem and is able to plug it in for internet access right away. Last year the Association voted against installing wireless in the complex.

B. Remodeling Procedures

The Architectural Committee will update the procedures for the approval process and add the forms to the website in addition to posting the fine structure for violations. All electrical work must be inspected and approved by a licensed electrician and a structural engineer must be hired for removing walls. Each owner must provide a plan and once this plan has been approved it cannot be changed. Al Baker said owners do not need approval if they have their carpet cleaned, furniture delivered or paint their unit. Hooking up an icemaker or installing a dimmer switch must be done by a licensed professional. Charles Johnson must be notified if owners are replacing appliances. Any relocation of appliances requires a permit.

C. Irrigation System Repair

Pam English suggested that the Board send a letter to the Town of Dillon to reimburse the Association for the irrigation repair. Al Watson said the Town could decide not to allow them to store snow on the Town’s property. Hauling away all this snow would be more expensive than the repair. Charles Johnson will meet with the head of the water department to discuss this matter.

D. Views Blocked by Trees

Pam English said the trees were trimmed in the past, so owners had a total view of the lake. She provided pictures of what the views were and what they look like now with a huge cottonwood tree blocking most of the views. She said this tree affects the view of nine units. These units are taxed higher due to their view of the lake. She said she would like to propose removal of this tree to the Town of Dillon. She asked Dan Ulmer and one Board member to go with her to a hearing to plead her case.

E. Contractor Parking

Contractors should park at the wider areas of the parking areas. No contractor should park in front of the parking lot at the narrowest spot.

XI. ELECTION

There was currently one opening on the Board. Henry Gardiner's term expired and he indicated he would not run again. The board thanked him for his contributions and years of service on the board. A nomination was received for Christa Mehard (#337) to fill this vacant position. Susan Snyder provided a brief biography for Christa, including her skills and interests, and said she seemed like a competent candidate for the Board. David Brunk took over Patrick Kelly's partial term. There were no other nominations from the floor. Blair Ohler made a motion to close nominations. Lauri Larson seconded and the motion carried.

Frantz Foster made a motion to elect the current slate as presented. Eileen Bolton seconded and the motion carried.

XII. NEXT ANNUAL MEETING DATE

The next Annual Homeowner meeting was scheduled for July 11, 2009.

XIII. ADJOURNMENT

James Northrop made a motion to adjourn the meeting at 11:59 a.m. Blair Ohler seconded and the motion carried.

Approved By: _____ Date: _____
Board Member Signature

MARINA PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 29, 2008
via teleconference

I. CALL MEETING TO ORDER

The Marina Place Condominium Association Board of Directors Meeting was called to order at 5:10 p.m.

Board members present were Al Baker, Al Watson and David Brunk. Susan Snyder participated via teleconference.

Representing Basic Property Management were Dan Ulmer, Gary Nicholds and Charles Johnson. Erika Krainz of Summit Management Resources was recording secretary.

II. APPROVE PREVIOUS MEETING MINUTES

Susan Snyder made a motion to approve the May 27, 2008 Board Meeting minutes as presented. Al Baker seconded and the motion carried.

III. FINANCIAL REPORT

Variances to the budget occurred for snow removal, gas utilities and clubhouse supplies and repairs accounts. Positive variances occurred for Snow Removal and Clubhouse Supplies and Repairs accounts: over budget. Gas utilities account show negative variance below budgeted amount. Total expenses Jan through August were under budget.

Basic Property Management was asked to explain the budget overages of \$16,504 for Grounds Improvement project. Additional expenditure was due to increase cost of asphalt due to higher oil prices, additional disposal costs for sections where the concrete exceeded 4" depth. Additional concrete removal and replacement with asphalt outside the original scope was needed to repair a broken sprinkler line beneath cracked section. Completing this repair in conjunction with the repaving project occurred at lower cost than if project would have been deferred. .

Al Watson suggested categorizing all snow melt repair and maintenance expenses under Snow Removal to facilitate budgeting. Al Watson has asked management to provide the financial reports to all Board members by the fifteenth of each month. David Brunk made a motion to approve the Financial Report. Al Watson seconded and the motion carried.

IV. OLD BUSINESS

A. Town of Dillon – Marina Parking Facility

Al Baker said there was a lot of confusion regarding plans for the Marina. It will be on the same line of sight as previously discussed with the same elevation as

currently exists. An elevator tower could obstruct the view but it would only be about 8' tall. There are plans to add about 20' x 20' of storage. There is some support for a restaurant but it is not in the agenda per the Town Manager. The Town Manager has agreed to attend the Annual Meeting to make a thirty minute presentation, including a question and answer session. The Board agreed to give him thirty minutes. He will be asked to provide an update on all Dillon projects.

B. Roof Improvements for 2009

Some roof improvements scheduled for 2010 need to be moved forward to 2009. Improvements will include replacement of the center section of Building 4 that has been repaired numerous times. The estimated cost is about \$35,000. The Board is still completing design review of balcony railings and will defer this project until a later date. The funds for this project will be used to offset the roofing expenditures that will occur in 2009 instead of 2010. This project can be deferred and is more cost effective if replacement of railings on all buildings are completed simultaneously.

C. Chimney Cleaning and Billing Process

Owners with gas inserts are not required to have an annual inspection. The Board was considering requiring owners with wood fireplaces to pay for their inspections, but since only 1/3 of the owners currently have gas inserts, the Board agreed not to change the current system until over 50% of the owners have gas inserts.

V. NEW BUSINESS

A. Bike Storage

Al Baker said there was a problem with owner items being stored under the stairwells. The presence of bikes and children's toys under the stairwells is interfering with the ability to safely and adequately clean and maintain this area of the property. The Board discussed various storage options including size, configuration, and location of these racks which presented additional concerns beyond just the storage situation. Susan Snyder felt these options required further review. The Board agreed to further evaluate some of these options and table the issue until next spring / early summer.

B. Trim Trees Next to Buildings

Some tree branches are rubbing against all Buildings and removing the building paint. The Board agreed to have the trees trimmed on the building side. Charles Johnson will arrange this.

C. Potential New Board Member

All Board seats are currently filled so the Board will review this issue next spring.

D. Website Additions

Owners have requested the following information be added to the website:

1. Board Meeting minutes.
2. Provide clear instructions for the architectural review process. There are five points that are included in the Rules and Regulations but are not posted on the website.
3. Add a section on the installation of appliances.
4. Post any existing forms.
5. Post all guidelines.

Susan Snyder volunteered to review and update the current draft with these additions. Once this reviewed and approved by the Board, this will be posted on the website. Al Watson will contact Susan to update the documents. There should be a disclosure at the bottom of the owner directory and on the website indicating that all the information is private and not for distribution.

E. Owner Mailing

Charles Johnson suggested mailing the Rules and Regulations and Architectural Guidelines to all owners. All the rental management agencies with units in the building should be informed that the Association Rules and Regulation information is available on the website.

VI. ADJOURNMENT

With no further business the meeting was adjourned at 6:30 p.m.

Approved By: _____ Date: _____

Board Member Approval