

**MARINA PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
March 18, 2014**

I. CALL THE MEETING TO ORDER

The Marina Place Condominium Association Board of Directors Meeting was called to order at 6:40 p.m.

Board members participating were Al Watson, Christa Mehard Dam and Mark Vecchi.

Sue Bays was a guest at the meeting.

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

II. APPROVE PREVIOUS MEETING MINUTES

Al Watson made a motion to approve the December 3, 2013 Board Meeting minutes as presented. Mark Vecchi seconded and the motion carried.

III. FINANCIAL REPORT

A. Year-to-Date Financial Report

Christa Mehard Dam reported that the Association ended the year with a surplus of about \$34,000, which was applied to the negative retained earnings. For this quarter the biggest issue is one delinquent owner.

Mark Vecchio made a motion to approve the Financial Report. Al Watson seconded and the motion carried.

IV. PROPERTY MANAGER REPORT

A. Painting Building #3

Charles Johnson has received three bids. He recommended going with the lowest bid of \$32,500 from Dominguez Painters. The contractor he has used in the past has not been responsive. The work should take two to three weeks and start in the first or second week of June, weather permitting.

B. Clubhouse 1 Roof Leaks

Charles Johnson said the roof repair would be a large job because the roof is sub-grade. He believes the framework behind the cedar might be affected. The wall stays wet in the top and bottom corners so it appears the water is running inside the siding. The roof was replaced once before at a cost of \$120,000, but it should not be necessary to replace the entire roof this time. It is leaking in the women's restroom, in front of the women's restroom and by the front door. Heat tape was added to the French drain outlet but this did not resolve the problem. Charles was directed to have some roofing contractors look

at the problem and provide some estimates. Mark Vecchio will do some research on below ground roofs.

- C. *Crack Sealing All Driveways and Seal Coating Driveways at Buildings 1 & 4*
Charles Johnson anticipated that the cost for crack sealing and seal coating should be slightly higher than last year due to higher oil prices.
- D. *Paint Swimming Pool*
Charles Johnson received an estimate of \$1,500 to paint the swimming pool from the painting contractor.
- E. *Roof Work*
Charles Johnson said there was a discrepancy between the Reserve Study and roof replacement schedule. The Reserve Study calls for re-roofing Roof K for \$96,000 this year but this roof was replaced in 2011 for \$35,000. The roof replacement schedule for this year calls for replacement of the roof on Building 2 section C for \$34,050 per the Turner Morris bid. This is not in the Reserve Study. Christa Mehard Dam was asked to work with Charles on the two documents to make them correspond. Charles was asked to review the Reserve Study with Giovanna Voge as soon as possible.

Christa Mehard Dam made a motion to approve the Property Manager's Report. Mark Vecchio seconded and the motion carried.

V. OLD BUSINESS

- A. *Board Member Appointment*
Al Watson said he accepted David Brunk's resignation. Al Watson made a motion to appoint Sue Bays to fill the vacancy until the next Annual Meeting. Christa Mehard Dam seconded and the motion carried.

VI. NEW BUSINESS

- A. *Annual Meeting*
The Annual Meeting is scheduled for Saturday, July 5, 2014. Gary Nicholds will develop a list of potential topics for the owner education portion of the meeting. One topic might be marijuana use on the property.

VII. SET NEXT BOARD MEETING DATES

The next Board Meeting will be held on Tuesday, June 3, 2014 at 6:30 p.m.

VIII. ADJOURNMENT

Christa Mehard Dam made a motion to adjourn at 7:08 p.m. Mark Vecchio seconded and the motion carried.

Approved By: _____ Date: _____
Board Member Signature

**MARINA PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
June 17, 2014**

I. CALL THE MEETING TO ORDER

The Marina Place Condominium Association Board of Directors Meeting was called to order at 6:35 p.m.

Board members participating were Al Watson, Christa Mehard Dam, Sue Bays, Susan Snyder and Mark Vecchi.

Representing Basic Property Management were Gary Nicholds and Charles Johnson. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. APPROVE PREVIOUS MEETING MINUTES

Mark Vecchi made a motion to approve the March 18, 2014 Board Meeting minutes as presented. Christa Mehard Dam seconded and the motion carried.

III. FINANCIAL REPORT

A. Year-to-Date Financial Report

Christa Mehard Dam reported that operations were basically on budget. The most significant variance was for repairs to the pool roof. The Reserves are healthy and the negative retained earning balance has been reduced from \$75,000 to about \$8,000 without a dues increase.

Al Watson made a motion to approve the Financial Report. Sue Bays seconded and the motion carried.

IV. PROPERTY MANAGER REPORT

A. Painting Building #3

Charles Johnson said the painting should be completed by the July 4th weekend.

B. Caulking and Painting

The contractor who is painting the building will caulk and paint the areas where the handrails were removed last winter.

C. Asphalt Overlay

Double M has scheduled the asphalt overlay behind Building #2 at the lake end for later this week. The crack sealing and seal coating will be done at a later date.

D. Pool Repainting

The pool has been repainted and refilled. Two hollow core doors were replaced with fiberglass doors.

E. Door Painting

Four doors in Clubhouse 2 will be repainted with the dark green color.

F. Exterior Light Rebuild

Several large exterior lights were rebuilt by the electrician.

G. Annual Meeting Planning

The Annual Meeting is scheduled for Saturday, July 5, 2014 in the Dillon Town Hall. The owner education portion will consist of a review of new legislation. Gary Nicholds will also try to obtain a copy of the list of permissible actions related to marijuana usage from Sheriff Minor for distribution to the owners. Charles Johnson thought that the Association could prohibit any smoking or growing of marijuana at the property. By law, smoking of marijuana is only permitted on private property.

Susan Snyder suggested holding a straw poll on the marijuana issue. She also recommended advising owners to update their rental contracts to prohibit smoking of marijuana in rental units. Gary Nicholds was asked to provide verbiage for owners to use. He said he would make copies for distribution at the meeting. She also thought the Board might want to adopt some rules about growing of marijuana at some point in the future.

Christa Mehard Dam requested a copy of the financials that will be sent with the meeting packet for review prior to sending it to the owners.

Al Watson made a motion to approve the Property Manager's Report. Susan Snyder seconded and the motion carried.

V. OLD BUSINESS

A. Roof Repair Schedule

Charles Johnson said he worked with Turner Morris to refine the roof repair schedule and to provide more detail regarding the various areas of the roof that will be included. The H Roof is back in the budget in 2022 at a much lower cost.

VI. NEW BUSINESS

A. Clubhouse #1 Roof Update

There were three engineering bids received. Charles Johnson said he met with the three bidders. He reviewed the following key points:

1. Three holes have been dug to reveal the membrane, insulation and drainage mat.
2. Martin and Martin looked at the roof before the holes were dug and included digging the holes in their bid.
2. Little Horn looked at the roof after the holes were dug.
3. One bid does not include replacement of the roof membrane. The contractor does not feel it is necessary and believes that repairing the drainage should eliminate most of the leak issues.
4. All the contractors talked about the French drains.

5. All the contractors were concerned about the water running down the walls and saturating the ground around the concrete slab. They felt the crack in the foundation was caused by the water.
6. Martin and Martin feel the roof should be re-sloped to direct the water away from the garage wall.
7. The Little Horn proposal was more in depth regarding the core samples and determination of the condition of the existing rebar.

The Little Horn bid was \$24,700 with a \$5,400 discount without the core samples. The advantage of using this contractor would be a complete set of architectural drawings for the building from the project. The contractor believes that the complete project would be \$100,000 – 200,000.

Mark Vecchi said he would like to see a minimum 25-year warranty for any major work. Charles noted that the majority of the expense was for digging up the roof and no contractor would provide a warranty for that aspect of the project.

Christa Mehard Dam proposed that the Board meet for a walkthrough of the property the next time they are on site. She thought there might be other potential solutions. Sue Bays requested photos of the roof so she can ask her brother for a professional opinion. Al Watson pointed out that the Board did not have to make an immediate decision. The contractor does not feel there is an immediate danger of a cataclysmic failure so the work can be postponed until next year.

Mark Vecchi suggested contacting AAA Waterproofing (970/625-9257) about a temporary fix to get by for a year or two while the Board researches the options. He also requested copies of all warranties for the Association to store somewhere on site. Gary Nicholds was asked to get the Board a cost estimate for searching the archives, scanning all the relevant documents, adding an area on the website and uploading the files. He can also provide electronic copies.

VII. SET NEXT BOARD MEETING DATES

The Annual Meeting will be held on Saturday, July 5, 2014 at 9:00 a.m. The Board will meet for breakfast at 7:00 a.m. that morning and do a property tour at 8:00 a.m.

VIII. ADJOURNMENT

Al Watson made a motion to adjourn at 7:40 p.m.

Approved By: _____ Date: _____
Board Member Signature