

I. Majestic Plaza Condominium Association

II. Meeting Minutes

3/17/09

I. Call to order

Meeting called to order the regular meeting of the Majestic Plaza Condominium Association at **10:00am on March 17, 2009** in the office of Peak Property at **318 Elk Avenue**.

II. Roll call

David Dlugasch conducted a roll call. The following persons were present (either personally or via conference call). Vic Sheppard, Le Bosquet, Kathy & Tony Borland, The Buzz, Mark Drucker, Majestic Theater, tenant no voting rights, Kari Roberts with Buckhorn Geo Tech, employee of Buckhorn Geo Tech, no voting rights. Doug DaPuzzo, owner of Roscoe Development properties. Read Hunker, owner of HOC properties. Maggie? from Acme, tenant no voting rights. Tom Griepentrog, PSG and Butte Boys, LLC.

III. Approval of minutes from last meeting

A motion was made by Vic Sheppard, and seconded by Kari to approve the minutes from 4/15/08 with the following conditions:

- A. Are the roofs leaks a design issue vs. building/wear and tear issue. Town Hall has been contacted; the Building department will pull all Majestic files to give square footage and to find snow loads for all buildings including Rocking Horse. This information should be to Peak by Tuesday the 23rd of March. Kari also thought taking a core sample to ascertain weight, moisture content of snow was something that could, possibly, be done with ease. (When Josh, with Weather Sure joined meeting the questioned was asked about overall design. Josh said the roofs have structurally been designed to slope appropriately. There appeared to be one low lying area and this would be addressed in the replacement of the roof. The over flow drains also seemed to be the problem and would involve cutting out installation to assess damage)
- B. Bids were received by Peak in April of 2008; however construction bids are valid for a small period of time, usually not more than 45 days. Copies of previous bids as well as new bids will be available as soon as possible. If at all possible, it was expressed local roofing company would be preferred in doing the repairs and or replacement of the roof. Peak, again, bids are only valid for a certain amount of time and now that we have a range to work with it makes the most sense to decide repair or replace and when to schedule work before obtaining new bids on the whole or individual roof sections.

IV. Old Business

A. Snow removal 07/089: The question was posed forth by Read Hunker as to what was the outcome of withholding money from High Mountain, the company sub-contracted to remove snow from the roof. The original intent was to obtain proof of insurance. The company did furnish the documentation to prove they are insured. The total amount of the invoice was \$10,812.50; the amount withheld was \$4862.50. This money was held back due to possible damaged caused by the sub-contracted shovelers using inappropriate snow removal equipment. The company and owner of company have been contacted several times with several meetings scheduled to no avail. At this point a letter requesting a mutual release has been sent. In the event a response is not given we will send out the request via certified mail and go from there.

Kathy Borland questioned the amount of the special assessments. The amount totaled \$40,029.61 the break down was reviewed. Kathy questioned if anyone had been on the roof prior to subcontracted snow removers to asses condition prior to Beech or High Mountain being on the roof. Keith Brooks replied no because the snow was so much snow; hence the need for the snow to be removed. Keith also reminded the group that the roofs have been leaking for years prior to anyone being on the roofs. The leaks have been occurring due to the age of the materials. Vic Sheppard reminded everyone we had yet to make it through old business and we should get through that before addressing the roof.

The question was posed forth about the replacement of tiles. Did the association incur the cost or were the individual owners charged for the replacement. The association paid for the tiles; the cost was minimal and there were tiles in common areas in multiple buildings warranting dispersion of cost to the association.

Kari Roberts inquired about the drains. Were the drains working properly and designed to work with the amount of snow we received? It stated in the minutes of 4/15/08 an engineer was going to inspect them. The drains were looked at and any damage found was repaired by Weather Sure.

A weight limit for all buildings is a minimum of 100 lbs. / sq. inch. Are all buildings rated to this? Doug suggested Town hall would have this info. Kelley worked with town hall and found all buildings to be rated to this including Rocking Horse. The town has had the 100 lbs. /sq. inch weight load a building code for the last 30 years. (FYI the town let the snow sit all last winter on the flat section of Jerry's gym; in March a core sample was taken and the snow load was found to be 125 lbs. The snow load that caused the structure at Rainbow Park to collapse was found to be 100 lbs on a 75 lb rated roof. 25% over the recommend weight.)

Vic asked Kari if we could take a core sample of the snow to determine weight and water content as a guideline to use in the future in deciding when snow needs to be removed. Kari again thought this could be done.

B. Parking Lot

1. Maintenance: Holes were filled & damages were patched from last winter. The patches appear to be holding well. There are new holes and Keith will address these when the water levels go down. We had obtained a bid from Seal Co and they estimated \$4000 dollars for just sealing the lot. Peak repaired the damages at a cost of \$700. The materials need for this year's repair needs have already been purchased. The lines for parking spaces were done in the summer of 08.

2. Designated Spaces: Parking in the winter is a nightmare and the lot cannot hold the amount of cars it was designed to due to the wily nilly of peoples parking. Can a system be devised to designate spaces? Doug DaPuzzo suggested 5 gallon buckets. The concern was raised in the difficulty of patrons to maneuver around the "barriers". Clarification on placement of "barriers" was made. It is meant to guide cars in not create a maze in the parking lot. Maggie reminded all Lacy would need to be on board. At the conclusion of the meeting 3/17/09 Lacy was contacted and would be fine with moving the "barriers". Peak will work with Clark's market to devise a simple system for next winter. The conversation then turned to the use of the parking lot by people not patronizing Plaza businesses. It was suggested signage was needed to state customer parking only, a time limit and where to inquire about "missing" cars. Tony Borland mentioned sometimes the threat of towing was adequate to deter violators. Mark Drucker noted a 3 hour time limit would not always work as people do see double features from time to time. Keith is going to make sure all entrances have appropriate signage. After looking into existing signage it appears signage is either buried or needs to be replaced. Vic inquired as to whether we are in compliance with ADA designated spaces. We did recently change the designated spots to match the original building plans, making us in compliance with regulations. Kathy informed us the plowing company made the use of the ADA spot on the Buzz side of the building unusable. Peak contacted Lacy and the spot has been cleared of the snow.

C. Irrigation/Landscaping: Peak took over landscaping as well as sprinkler system maintenance. The Alpinegardner & Mountain Rain did this previously. We have saved about 1000 dollars in cost by doing so. Keith informed us there appears to be several breaks in the irrigation line. He surmised repairs would involve tearing up sidewalks to be able to assess the extent of damage. Read inquired as to whether a pressure test has been done to make sure we weren't losing water. Keith explained the water was off at its main source, by the dentist office and unless turned back on we were not losing water. Peak called Summit Sprinkler Systems to bid on doing repairs. This cannot be done until the spring when water can be turned on. Peak suggested we move away from having grass and towards xeriscape techniques to preserve water and possibly avoid having to replace the irrigation system. Kari pointed out that even xeriscape requires some water. Kathy Borland mentioned a lamp being knocked over by Lacy and required as to clean up of

debris. Keith explained once the snow melted off debris Lacy would replace the post and clean up any mess.

V. **New Business** At this point representatives from Weather Sure joined the meeting via conference call. The presentation was reviewed. Josh noted that the existing pvc membrane had numerous holes and tears. The membrane is dry and brittle due to age and weather conditions. The material suggested by Weather Sure for use is EPMD. The material would be placed over the plywood substrate, sealing holes and seams. This would be done to try and minimize the cost of replacing the roof. The question was asked about possible damage to insulation. The insulation, poly iso is an inorganic material so it does not absorb moisture; the damage

VI. **New business**

- a) Roof replacement or repairs
- b) 2009 Proposed budget
- c) Amend By-Laws to change the date of the annual meeting.

VII. **Board of Directors Meeting**

VIII. **Adjournment**

Adjourned the meeting at[time meeting ended].

Minutes submitted by: Kelley Lowrey

Minutes approved by: