

Fort Marcy Compound Condominium Association

2017 Annual Meeting of Unit Owners

Meeting Minutes

May 6, 2017

Attending Board Members:

Judith Swift – President (37)
Ted McNamara – Vice President (28)
Denise Jurgens -Treasurer (91)
Steve McMurtry (54)
Peter Baldassaro - Secretary (95) by phone

Attending Owners:

Gwat Lie (54), Diane Edmonson and Larry Gray (21), Christine Bolt (43), Ron Weherington(37), Ron and Geri Dirks(36), Joseph and Jeanne Romano (12), Lawrence and Madeline Persick (10), Jo Suave (38), Patsy Smith (45), Bob Beck (46), Emma Mcnamara (28) Steve and Joyce Gitomer (18), Karl and Phillippa Klessig (69), (84), Georgia Nesselrode (55), Lisa Neal (70), Lee and Phyllis Walsh (73), Richard and Diane Heath (52), Jim Crowden (2), Jim and Carroll Stoll (84), Georgia Nesselrode and Deb Knudson (55)

Attending ASRL Management:

Luis Bayardo- General Manager, Natalie Harmon – Guest Care Manager, John Garcia – Maintenance Manager, Oswaldo – Housekeeping Manager, Jim Simmons – VP of Owner Services and Asset Management

HOA President Judith Swift called the meeting to order at 10:03am.

Introductions were made of all attending owners, guests and ASRL's HOA management team.

A quorum was established with 63.71% of membership in attendance or by proxy.

Motion: Steve McMurty made a motion to approve the April 30, 2016 annual meeting minutes. Judith Swift Seconded. Unanimously approved by all attendees.

President's Report – Judith Swift

Judith spent some time introducing each Board member and their individual roles in conducting the business of the Association. The Board met the previous day in executive session to discuss various projects either completed or underway.

Annual owners survey is being issued to each unit owner in the next month. The survey is required by the State of New Mexico to assist in determining Gross Receipts Tax (GRT) and a good tool for the Association to maintain necessary owner records.

WIFI and Cable upgrade – new Comcast service has been installed for both Internet and cable TV service in all units. Internet bandwidth has increase to roughly 13 times the previous service offerings. HD television service has been a welcome improvement by owners and renters alike.

Landscape work – The Board walked the property prior to the meeting with the landscape services contractor to review the condition of trees and other bushes and flowers around the property. Some trees are suffering from dry scale and will be power washed and treated. Erosion control and additional fencing needs were identified and will be performed in the coming months.

The Board has decided to plant a new tree behind the club house in the memory of former owner Jim Morris that passed away this year to honor his time and service to the Fort Marcy Association.

Deferred Maintenance –inspections by ASRL’s HOA management have identified several deferred maintenance projects around the property that are being addressed now. For example, many of the headers and corbels at the entrance of some of the Fort Marcy units have deteriorated badly and being replaced.

Judith noted that the Board welcomes unit owner participation to help shape the policies and direction the Board of Directors take in operating the Association. She encouraged owners to be active and communicate comments and concerns regularly.

Treasurer’s Report – Denise Jurgens

The Association started the year with a \$141K surplus in the operating fund that was transferred to the capital reserve.

Budgeted operating expenses for 2017 are \$346,000 and reserve contribution is \$184,000. Through March the operating expenses are favorable to budget.

Accounts Receivable – 6 owners have balances owed over 90 days as of March 31st. Only 3 are over \$1,000. One owner has a significant balance due and the Association has filed suit against.

A vote was held among the attending unit owners regarding the IRS ruling 70-604 and the surplus income from the previous fiscal year was approved to be placed in the capital reserve.

Reserve Study – an expanded reserve study is still underway. Several items will be new on the pending report. This will result in better detail for all capital projects and better planning moving forward. The Board hopes to have it by September Meeting.

Manager’s Report – Luis Bayardo, ASRL

Comcast installation is complete; however there is still some troubleshooting taking place to ensure the service is working properly.

Internet – New WIFI portals are now available. Owners have unrestricted access to the full network bandwidth. Guests have access to a limited 3mbps connection. The ASRL staff can provide owners and guests the portal connection details. Passwords will be changed periodically and updates will be provided to unit owners.

Storage Area roofs will be replaced in 2017. New flashing and paint will be completed too.

Header and corbel issues have been identified around the project. 17 headers now have work complete of the 46 at the property that are known to need repairs. Some have extensive damage from water that has been present for many years. Work began in 2016 and will continue through the next year. This is an example of capital repairs that were not previously anticipated in the capital reserve plan.

The brick walkways between the buildings are in a constant state of repair. Eventually all walkways will be converted to concrete from brick. The walkways and coyote fencing around the project have not been considered in previous reserve studies for the capital plan.

Owners are responsible for beautifying the limited common area in front of each unit between the sidewalk and the unit. Some owners have taken advantage of the upgrades coordinated with the common area landscape vendor to install new ground cover, plants or flowers. The expenses for these upgrades are paid the unit owner. Owners interested in looking at further options should contact Luis Bayardo for assistance.

A list of various maintenance projects accomplished over the previous year was shared. They included; parking area upgrades, walkway rail repairs, clubhouse repairs and common drain pipe repairs.

Owners are responsible for adding master water valves for their unit when plumbing repairs are made. Currently one master valve serves each building. By adding valves in individual units, there will be limited disruption to other units in the building.

Pool House Enclosure Update - The project to make repairs to the pool enclosure in the clubhouse was originally planned to commence in the fall of 2016. The Board had carefully selected an architect and contractor to make the required repairs. As final proposal details came together the costs were significantly greater than first anticipated. Flags were raised not only based on costs but expanding scope of the project. The Board elected to back off and reassess next steps. The previous contractor was released and new research determined that a less intrusive roof repair is possible. The project will still include the addition of a hot tub in the enclosed area. The planned special assessment has temporarily been placed on hold until a new scope of work and total estimated costs can be revised. Best-case scenario will have the work resume this fall. More details will be shared for costs and timing as soon as can be determined.

Open Session – Comments:

There was discussion on the process of trash management at Fort Marcy. Trash receptacles are placed around the project and central trash compactor is located in parking lot E adjacent to the storage units. The compactor is locked to prevent unauthorized use. Access is provided by the HOA through the onsite ASRL staff. Owners, tenants and guests are responsible for placing all trash in the appropriate receptacle or compactor to avoid fines. The adopted Rules and Regulations for Fort Marcy provide further detail on the policy.

A question was raised regarding lodging tax. The City of Santa Fe has a lodging tax in place on all short-term rentals. This includes units rented by owner that have not previously been enforced. New enforcement measures are expected to generate approximately \$1,000,000 in tax revenue for the City. Units in the Fort Marcy rental pool operated by ASRL have paid the taxes for many years and will continue with no action required by those owners.

Next year's Annual Meeting will be held on May 5 2018.

Board Election

A Board Election was held and Ted McNamara was re-elected to the Board for another 3-year term.

Motion: Denise Jurgens made a motion to adjourn. Seconded by Emma Mcnamara. All attendees were in favor.

The meeting was adjourned at 11:41am.