

**MINUTES OF THE
FORT MARCY COMPOUND CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS' MEETING
December 3, 2016
Ft. Marcy Clubhouse**

A regular meeting of the Fort Marcy Compound Condominium Association (FMCCA) Board of Directors was held at the Ft. Marcy Clubhouse, Santa Fe, New Mexico, on December 3, 2016.

CALL TO ORDER:

President Judith Swift called the meeting to order at 9:08 a.m. A roll call was taken and a quorum established with all Board members present either in person or by telephone. Introductions were made.

Board Members Present:

Judith Swift, President
Ted McNamara, Vice President
Peter Baldassaro, Secretary, by telephone
Denise Jurgens, Treasurer
Steve McMurtry, Director

Others Present:

Luis Bayardo, General Manager, Fort Marcy Hotel Suites, ASRL
Tom Overson, Vice President of Guest Services, ASRL
Ellen Taylor, Conejo Loco Transcription

Other Owners Present:

Richard and Diane Heath (Unit 52)

Guests Present:

Dorothy Rogers (Tenant Unit 49)

APPROVAL OF MINUTES:

President Swift asked if there were any proposed changes to the minutes of the last regular meeting of the Board, which was held on September 17, 2016. There being none, Ms. Swift moved for approval. Mr. Steve McMurtry seconded the motion. **The motion approving the minutes of the September 17, 2016, meeting, as posted in draft form on the website, carried unanimously.**

PRESIDENT'S REPORT:

President Swift reported that attending to long-deferred maintenance continues to be a primary focus; those efforts will continue. Work is being performed based on identified priorities in terms of safety and the prevention of even more expensive repairs.

Ms. Swift offered her thanks, on behalf of the Board, to all of those Owners who have volunteered their expertise to the Board. Ms. Swift thanked Mr. Rex Fleetwood (Unit 85), who

provided an understanding of the technicalities of Internet service in negotiating the contract with the current Internet Service Provider (ISP), and Mr. Dennis Dugan (Unit 24) who has been instrumental in evaluating proposals and bids for the necessary repairs and remodeling of the pool house. Mr. Dugan has provided sound advice on the best and most cost-effective means to accomplish this large project. Finally, Ms. Swift extended her thanks to ASRL and Mr. Luis Bayardo for the excellent management services that have been provided since ASRL assumed property management responsibilities, and said that during her time as an Owner and a Board member, it has been her experience that the FMCC has never known such efficient and professional property management.

TREASURER'S REPORT:

2016 Year-to-Date Financial Report: Treasurer Denise Jurgens reported that, through October 31, 2016, there was a \$144,000 surplus in the operating account; \$140,000 to \$145,000 surplus is expected as of the end of the year. She noted that the surplus is the result of several factors, but is largely due to the attention given by ASRL to preventative repairs and maintenance, thus avoiding more expensive responses to failures. Also, there has been a concentration on capital reserve projects throughout the year, and those expenses come from the capital reserve fund, rather than the general operating account. Typically, any operating account surplus at the end of a year is transferred to the capital reserve fund, which remains underfunded. The Board will vote in February to transfer the operating account surplus to the capital reserve fund.

2017 Budget: Ms. Jurgens turned to the 2017 Budget. She met with Mr. Ken Rabach, Chief Financial Officer, and Mr. Bayardo by telephone conference to discuss the budget. Ms. Jurgens noted that the operating assessment for 2016 was \$400,000, which has been unchanged for three years, but stated the assessment can be reduced to \$346,000 for the 2017 Budget. Because the Gross Receipts Tax (GRT) must be paid to New Mexico on operating assessments, this will save payment of those taxes (\$54,000). However, because of all the projects to remedy deferred capital maintenance, the non-taxable reserve assessment will be increased. Ms. Jurgens then moved for approval of the draft 2017 Budget. Mr. McNamara seconded the motion. **The motion to approve the draft 2017 Budget passed unanimously.**

ASRL MANAGEMENT REPORT:

Mr. Bayardo presented the Management report. He reported that sixteen corbel and header units have been replaced and an additional seventeen units are scheduled for replacement beginning in April.

Mr. Bayardo stated that new bumpers have been installed in the front parking lot and parking lot D. Some parking lots have been completely re-sealed, and all have been crack-sealed to extend their life.

Mr. Bayardo reported that a large, first-phase windowsill and header “scrape and paint,” is underway. Every header and every windowsill is being inspected; sixty-two have been completed.

Mr. Bayardo reported that a new gopher exterminator has been hired. The previous contractor took one to three weeks to respond to calls, and the new extermination service, which is provided through ProScape, the FMCC landscape contractor, can respond to concerns on the following day.

Mr. Bayardo stated that drainage issues from the canales at Units 66, 67 and 68 were resolved by building cisterns, which allow the water from the canales to seep into the earth, rather than creating puddles of standing water.

Mr. Bayardo reported that a swale has been completed on the front parking lot.

OLD BUSINESS:

Internet Service: Mr. McMurtry stated that, as reported at the September Board meeting, a new Internet Service Provider (ISP), Comcast, FMCCA’s current cable TV service provider, has been hired. The new system will greatly increase the number of cable TV channels, provide HDTV and should increase the current speed of Internet service. Mr. Bayardo added that he had visited a local property that uses Comcast as its ISP, and noted an improvement in Internet service using his laptop.

NEW BUSINESS:

Fine Schedule for Violations: Ms. Swift noted that the Board determined that a schedule of fines needed to be developed so that property management can correctly enforce violations of the Association Rules and Regulations.

Mr. McNamara added that, usually, when a Rules and Regulation violation is brought to an Owner’s attention, the violation is immediately corrected, but there are situations where fines need to be assessed to encourage compliance. The Board will finalize the list of fines and violations during December. As of January 1, the fines will be in effect and all Owners will be sent a list of the fines referenced by the particular number of the Rules and Regulations, so there will be no confusion.

OPEN SESSION/OWNER COMMENTS:

A discussion followed regarding the responsibility of Owners to see that the Rules and Regulations are followed. Non-ASRL rental pool owners must ensure that all guests/tenants (short term and/or long term renters) follow the Rules and Regulations. The Owner is fined when a guest/renter/tenant commits a violation, and the onus is on Owners to ensure that renters comply with the Association Rules and Regulations.

Mr. McNamara added that the Board has been considering developing a one-page summary of the Rules and Regulations, which could be laminated, and asking Owners to place it on the back of the front door of units being rented.

The discussion turned to the past Zozobra event. Ms. Heath (Unit 52) congratulated the Board on how trouble-free the event was this year. Ms. Swift gave credit to Mr. McNamara and Mr. Bayardo, who have been working with Kiwanis and City officials over the past few years to achieve this result.

Ms. Heath (Unit 52) added that it appears that Parking Lot B is being used as an overnight camper park. She has observed trash scattered around the lot.

Mr. Richard Heath (Unit 52) asked about the status of the pool project. Mr. Bayardo responded that he had recently had a lengthy meeting with Mr. Dugan (Unit 24). Mr. Dugan will be traveling to Santa Fe to help finalize the plans in December, so that the architectural drawings can be submitted to contractors for bids after the first of the year. Ms. Rogers (tenant Unit 49) asked whether she could look at the architectural drawings. The feasibility of having the architectural drawings, elevation drawings, and schematics put on the Association website, in PDF format, for Owners who wish to review those plans, will be explored.

Ms. Heath (Unit 52) asked whether Mr. Bayardo could briefly summarize the plans for the pool area. Mr. Bayardo reported that the new hot tub/spa would be situated next to the pool, with the mechanical system in a similar space behind the door. A metal roof will be installed to replace the shingle roof. There will be one bathroom and an exterior shower. Larger windows will be installed to allow more natural light. A dehumidification and ventilation system will be installed to reduce the overall moisture level and reduce problems with sagging of the roof. The clerestory wall will remain.

Ms. Rogers (tenant Unit 49) added that she and Ms. Elizabeth "Liz" Rivera-Dirks (Unit 36) who have been investigating the possibilities for recycling at FMCC, would have a report to present at the February Board meeting. The Board thanked Ms. Rogers and Ms. Rivera Dirks for their work on this project.

DATE OF NEXT BOARD MEETING: Ms. Swift gave the schedule for the 2017 Board meetings. The next regular meeting of the Board will be February 4, 2017, at 9:00 at the Ft. Marcy Clubhouse. May 6 will be the Annual Meeting. The next regular meetings of the Board will be on September 23 and December 9.

ADJOURNMENT: There being no further business, Ms. Swift moved that the meeting be adjourned. Ms. Jurgens seconded the motion. **The motion carried unanimously** and the meeting was adjourned at 10:02 a.m.