

**Half Moon Bay Condominium Association  
Annual Meeting Minutes  
July 30, 2011**

**Owners present:**

Dell Sauter -Unit 21	Pat McCarthy –Unit 16	Steve/Lynn Szydel –Unit 6
Bob/Mariann Gorman –Unit 12	Jerry Dulgar –Unit 11	Jon Stumpf –Unit 1
Larry/Jean Zimmerman –Unit 9	Doug Bruha –Unit 4	Jim Hince –Unit 13
Becky Iwan –Unit 8	Dave/Jan Penn –Unit 22	Don Schneider –Unit 17

*Michaele Korbein –Office Administrator*

**Meeting Agenda:**

President Larry Zimmerman welcomed everyone to the meeting at 8:04 a.m.

**Election of New Board of Directors**

There were five members on the ballot for four open Director positions. Ballots were passed out. Members voted and turned them in. Michaele Korbein and Pat McCarthy counted the votes on the 12 ballots, and added them to the three proxy ballots that were completed and mailed back. The results were: Don Schneider and Mariann Gorman each had 15 votes, Doug Bruha had 14 votes, Lynn Szydel had 11 votes, and Jim Hince had 4 votes.

As a result, the new Board of Directors for July 2011-July 2012 will consist of Larry Zimmerman who is now into the second year of his two years, Don Schneider and Mariann Gorman each for two years each, and Doug Bruha and Lynn Szydel each for one year.

**Year To Date Operating Expenses and Reserve Fund Reports**

Treasurer Don Schneider distributed and reviewed the financial reports for 2011. Specifically noted were the expenses for Grinder Pumps to date, pushing us over budget. (Further discussion on Grinder Pumps is recapped below.) Also noted were the last of the roofing funds repaid this year, and the Reserve figures to date.

**Grinder Pumps**

Since grinder pumps are a major concern, Don continued the discussion by saying that there has been quite a bit of activity in this area.

A&M Plumbing found that the breakers for the grinder pumps are 15 amp, but should be 30 amp. They provided an estimate to change all that are incorrect -\$248 per building, times 10 buildings yet to be done. One was done this past spring in building 11 when the outdoor alarm wiring was re-done from last year –that didn't get done last year when that pump went out.

The grinder pump had to be replaced in building 6 on April 30 by A&M Plumbing. The top metal ring on the grinder pump pit had rusted out, also. Since no ready-made parts are available for this style of pit any longer, measurements were taken. A local business manufactured a new ring made of fiberglass, and A&M installed it. The remainder of buildings 2-6 should be checked periodically for this ring rusting, as that was the style of pit installed at that time.

We were also going to get an estimate to change the wiring that supplies power to each of the grinder pumps in buildings 1-5, as they are currently being powered from pump house #1 and underground corrosion of the wiring/connections is causing power issues. (The power for the grinder pumps for buildings 7-11 comes from the building each pump is in.) The power for the grinder pump for building 6 was changed in April when that pump went out.

Owners are reminded to run water when they first arrive at their units after an extended leave to make sure the grinder pump is flushed. Also, everyone should make sure that items such as sand, egg shells or sanitary items are not flushed through, as these will cause damage to the grinder pumps and cause costly repairs. Owners should refer to the Use/Care of Grinder Pump sheet that was supplied to each unit.

### **Wells**

Another issue taking precedence lately is the wells. Well #3 just had a new control panel installed, and the well was chlorinated after the line was cleaned out. Testing on the well will be done next week. In the meantime, we have started to add a chlorine tablet directly into the well daily to help to keep the iron bacteria in check.

(Additional info on well #3 as of the typing of these minutes on August 17: The test came back that we could drink the water again. However, on August 12 the pump for well #3 failed and was replaced with the pump that had been in it in 2008. (Don's Plumbing had removed this pump in 2008 and removed all the rust in the piping, and then stored it in pump house 3... "just in case".) So –again- we can't drink the water until the test is approved.

Owners are reminded to turn off their water at their shut-offs when gone for longer periods of time, to help avoid leaks –not just for winter.

### **Roofing -Adjuster**

President Larry Zimmerman noted that he will be meeting with the insurance adjuster next week, as it was brought to our attention that we may have more hail damage.

Also, there is a spot on Dell Sauter's garage roof that is seen from the upper window of Berg's unit that needs to be looked at.

### **Buildings Repair/Maintenance/Painting**

The damage caused by birds to the wood trim around doors and windows, along with the wood on mailbox gazebo, has not yet been repaired. Mariann Gorman said she will do a walk-thru and make a list of holes needing to be repaired/patched and then painted.

There are still issues with dog urine stains that have killed grass in the lawn. Either Jim Kaiser or Mike Laffredi should take care of this, and then we can send the Iversons the bill.

Jerry Dulgars would like to have the irrigation system adjusted between them and MacArdy's unit.

### **Heat Alarms/Smoke Alarms**

The Dulgars had a smoke detector issue several weeks ago. The units had to be completely disconnected to disarm the alarms. According to Gray Electric, the units were at the end of their life cycle, and that was the signal. The replacement of these is an owner expense. Owners need to change these as the current ones in each unit are old and not up to code. Owners should also make sure to have carbon monoxide detectors installed appropriately in their units. The Condo Association should check with Gray Electric to get a bid on replacing the smoke detectors for the owners.

### **Landscaping**

Jerry Dular would like to wait until September to determine what plantings need replacement and replace them then. If anyone sees plants needing to be replaced, let the Dulars know.

The mulching in the circles in front of the clubhouse was completed and paid for by the Community, as that area is the Community's property.

There is a tree that may need to come down by Bruha's condo. This will be checked on.

Mariann Gorman suggested that the Condos plant a tree or two each year to replace trees lost due to oak wilt.

### **View Sheds**

WRPCO has agreed to approve our view sheds as we had submitted. Don Schneider reviewed what the rules for mowing were. He asked that each building mark their path and mark trees to be kept in the designated area. Owners were warned to avoid the poison ivy in that brush! Having the view sheds done at the same time will give them a uniform look, and the Condo Association would pay to have this done. Ever Green Landscaping has been contacted to do that initial cutting. Jim Kaiser will maintain them once they are cut. Mariann Gorman made a motion, seconded by Doug Bruha, to have this done. All were in favor. Once they were cut, they can't be moved. Some view sheds will have limited visibility, based on the neighbor's property.

### **Leases**

Mariann Gorman discussed limiting the number of units being leased. Too many units being leased affects financing for buyers and owners. She looked at what other associations do, according to the documents several owners provided from other condominium associations.

In the documents she reviewed, some associations don't allow leasing; some do, based on hardship. The percentage of leased units allowed ranges from 15% to 50%. Kim Connors, real estate agent for Castle Rock Realty, said that our area supports 20%.

Our bylaws allow the Condo Board to make additional rules without having to formally amend them in order to enhance living here, so the Condo Board could pass rules governing leasing in more detail. These details could include having an application fee to lease, having the Board do background checks before approving a lease, requiring proof of renters insurance, listing who could stay in the unit, allowing or denying pets, not allowing any single room rental, controlling subleasing, limiting the number of occupants, having one uniform application, etc. These additional rules would give more control to the Board on leasing units.

Mariann said that wording could be put together that would address much of the list, along with a hardship clause. Steve Szydel suggested that the Board consider changing the bylaws for the long-term regarding leasing.

Larry Zimmerman made a motion to have Mariann include wording to eliminate the ability of owners to sublease in all future agreements, seconded by Doug Bruha. All were in favor.

A discussion regarding pets followed. This was a result of issues with current tenants and their dogs. Larry Zimmerman made a motion to not allow future tenants to have pets, seconded by Doug Bruha. There were 7 of 12 in favor, and 5 of 12 against or no comment.

Mariann will work on putting the wording together. She could possibly have a first draft by this fall.

### **Other Condo Business**

Jon Stumpf said that he and the Bakers have to replace windows and patio doors. Baker needs seven total units replaced, and Stumpf needs three units replaced. They are researching suppliers in the area, along with available, approved installers. They would be glad to share the information they discover. Any owner can contact them if they have window or door issues and want to get the information. It may be that a group of owners working together could obtain better prices for materials and labor. It was noted that Wafle-Thomas-Lubinski and Roger's Construction are two possible contractors that could do the work.

Some decks need to be re-stained/re-sealed. Many were done two years ago. Someone thought that we were going to alternate which side (east or west) would be done each year. The sealer used was not holding up on some of them. It was suggested the work be done in fall after Labor Day with labor provided by Mike Laffredi himself to have a uniform look and even coverage.

Dell Sauter voiced her concern about the amount of work Larry Zimmerman has been doing these past couple years. Larry is on both the Condo and Community Boards. She suggested that we look into having a caretaker or property manager, as Board members are not maintenance people. This could be a shared position with the Community. Dave Penn agreed, but noted that in his experience this is expensive. Wafle-Thomas-Lubinski was suggested. Larry suggested having someone who is already familiar with owners and subcontractors and who knows some history of past events at HMB. He suggested Michael Korbein, and several people agreed. This could be bid out to find out costs. The Board will review this over the winter and look at this subject again at the spring meeting.

Jim Hince made a motion, seconded by Don Schneider, to adjourn. All in favor.

Meeting adjourned at 9:29 a.m.