MARINA VISTA CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING: September 1st, 2026

Members Present: Dan, Todd, Dave, Chuck, and Bob

Meeting was held by VTC

I. Old Business
   A. August minutes were approved by the board by email and published on August 13th.
   B. Professional Advocate for Building Repairs
      - According to the 2025 Reserve Study, several major projects will be necessary in the next five years. Some of those projects overlap and Marina Vista could benefit from hiring a professional advocate to coordinate or combine projects.
      - Dave and Chuck created an outline of the advocate's responsibilities as the board deals with the upcoming projects. Those responsibilities include:
        - Project Administration and Governance: Work for the Board to manage communication, reporting, and workflows.
        - Pre Construction Planning
        - Procurement and Contracting
        - Construction Oversight and Coordination
        - Budget, Cost Control and Financial Administration
        - Resident Communication and Building Operations
        - Closeout
      - The Board will retain decision-making authority, and the advocate will assist in dealing with the various contractors.
      - The repairs scheduled for September will go on with Bartow. Bartow will also be among the future contractors under consideration. Estimated start date for water intrusion repairs will be September 15th.
      - Dan announced that our project manager Jeff Rathjen has retired from Bartow Builders. Our new project manager is Brandon Bartow.
   C. Elevator Modernization
      - The elevator has several components needing replacement between now and five years from now.
      - Unanticipated loss of the elevator would have serious consequences for many of Marin Vista's residents.
      - Bob checked with Derek Zwart, MEI manager in charge of Marina Vista's elevator account..

- Elevator downtime would not be reduced by separating the modernization work into separate maintenance visits. In fact, it would be increased.
- Every time a major component is replaced, the elevator permit to operate would have to be revoked and then reinstated when the work is complete.
- Doing the work in sections would be substantially more expensive.
- Two to three weeks down time will be the minimum.
- Dan has polled residents, and the general answer has been that while it will be inconvenient, they will be able to tolerate it.
- The board decided to go ahead and schedule the modernization as the next major project..

D. Roof Repairs.

- Chuck and Todd met with Dave Balde from Precision Roofing on Tuesday, August 4th.
- Dave's assessment was that the roof is in good shape and he doesn't see any need for major repairs/replacements for at least five years.
- Three small pinhole leaks and a loss shingle and two nails were found. They were repaired on August 17, 2026.
- The Board has planned tentatively to have Dave perform another inspection in two years.
- He did notice that the large vents of the gables. He said if the vents are open that they are unnecessary and could be a source of water intrusion.
- Todd has asked Chuck for a new estimate for the cost if they do the roof replacement in 2027. Chuck has reached out to Dave, but the estimate is pending.
- Chuck has discussed with the former unit owner of 406, and that owner did note that the south facing gable on their unit does have an open vent. Chuck has confirmed that the west facing gable has an open vent as well. The Board agreed that the vents should be closed as Bartow does the repair work this fall on the southwest corner; a request for such will be tendered to Bartow.

E. Finances.

- Todd went through expenses for the next five years as outlined by the 2025 Reserve Study.
- Those indicate that MVCA will need to collect one or more special assessments. The amounts are unknown so far, and the Board will have a better idea once the detailed offer comes from both MEI Elevators and the estimates found by the professional advocate for exterior contracting.

II. New Business

A. Snow Removal.

- Dan renewed the contract with Schuh's Lawn Care for this winter.
- Todd pointed out some deterioration to exterior doors and door frames. That damage was made worse by corrosion caused by salt.
- The lawn was damaged by the excess salt, as well.
- Dan said he will reach out to Schuh's to ask about lessening the effects of the rock salt.

The next meeting will be Tuesday, October 6th at 1 PM in unit 403.

Since there was no other business before the Board, the meeting was adjourned at 2:02 PM.

Respectfully submitted,
Bob Linnell, Secretary