

Minutes of Westwind Board Meeting

February 9th, 2018

10:00 MST via Telephone

Roll call

Present:

Ron Peterson, President

Don Meier, VP

Al Larson, Sec

Bill Markus, Member

Absent:

Mark Johnson, Treasurer

Prior meeting minutes approved.

Discussion points: 1. Courtyard, 2. R. A. Nelson contract, 3. Elevator contract, 4. Financial statement

Courtyard: We have received BC&E report with a limited evaluation of the courtyard waterproofing and structure. Al Larson will review at length and report back to the board. The report was just received today and there hasn't been enough time to thoroughly review. However, in summary please see the following:

The report has determined that the system proposed by Kevin Rinke's architect Mr. Doug Hamborsky and subsequent bids did not include removing the existing unbonded topping slab and only the removal of the surface applied product and then application of the PUMA system. This in their opinion and based on the amount of leakage observed will not cure the problem as they expect the topping slab to be cracked and allowing water to enter at multiple locations.

BC&E recommends removing the topping slab, applying a new hot rubberized asphalt, fabric reinforced waterproof membrane covered with pedestal-set or sand set pavers. Pedestal set means the pavers are set on small legs or pedestal to keep a small clearance under the paver to allow the water to more easily run to the drains. Unfortunately, there is not enough space to heat the surface. The cost budget cost for this according to RA Nelson is \$360,000. This is based on sand set pavers. Pedestal set will add about \$80,000. We will lose the fire pit and the planters although they can be replaced for about \$10,000. The full report is available to review.

Bill Markus made a motion to hire BC&E and Pierce for a cost of \$30,000 to BC&E and \$5,000 to Pierce (not to exceed \$40,000) to develop specs and drawings to allow us to go out and obtain bids. Ron Peterson seconded the motion. A vote was taken; For: Ron Peterson, Bill Markus, Don Meier, Against; Al Larson, Absent; Mark Johnson. Motion approved.

Ron Peterson and Al Larson agreed that we must present the courtyard situation to the HOA for their approval and that all agreed that it is an emergency situation. We will present this to the HOA with the results from the RA Nelson firm bidding process.

R.A Nelson contract: Reviewed remaining issues on the R. A. Nelson contract. Bond; too small too bond. Acceptable to review audited financial statements. Next issue is the penalty for late completion. Nelson wants the late penalty to be reciprocal with the early completion bonus money. Board agreed that we are OK with a \$500 per day bonus for early completion based on October 15th date for completion. Max bonus amount approved is \$7,500. Leave late penalty as is. Ron Peterson talked to the attorney Mike Repucci and is comfortable with balance of items.

Elevator contract: Board approved amending contract with Smart Elevator to include their construction management services in the amount of \$8,000. Don Meier made a motion to approve this amendment and Bill Markus seconded. Motion was approved unanimously. Second topic was whether to go ahead and hire the company (Top Dead Drilling) that would be responsible to remove existing hydraulic cylinder, check casing and repair if necessary. With the tight time frame with have and the fact that this supplier is booking up fast we felt it was necessary to lock up this company. Al Larson made a motion to contract for this work as it would be required in any case. Bill Markus seconded the motion. Motion was approved unanimously.

Don has made it clear to the vendors that we require a 2-year warranty and a service contract not to exceed \$1,500. Also, that there would be a penalty for a late delivery past October 15th although he feels that we will be done October 1st.

It is anticipated based on the meetings that have been held with the elevator consultant and the suppliers that the best solution from a cost and time frame perspective will be a hydraulic elevator similar to what we have. Don, Al and Bill all concurred that this would be the case. Don said expected cost to be \$200,000 or less with hydraulic. Cable cost would be in the \$350,000 to \$375,000 range. Don feels based on this meeting that Schindler is the best choice and that was also the recommendation from the Smart Elevator.

Financial Statements: Don presented proforma financial statements showing the cost going forward over the six months of construction. We expect to save \$73,005 since the facility will be shutdown over a normal summer. Telephone, internet and TV will be shutoff along with lawn service, snow plowing, etc. We all also agreed that we would pay Joel Davis to compensate him for the lack of hot water over the summer to enable him to shower at a nearby facility in an amount of \$150/month. Al Larson made motion to approve, Bill Markus seconded, motion passed unanimously. Don Meier made motion to accept financial statements with the savings that he outlined. Ron Peterson seconded, motion passed unanimously.

Next board meeting: 3/1/2018

Meeting adjourned by Ron Peterson.