



Meeting Minutes Board of Directors Meeting July 27, 2009, 7:00 p.m.

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Monday, July 27, 2009. Present at the meeting were Directors Arntson, Bogni, Nelson, O'Connor and Warren. General Manager Lemoine and one visitor were also present. Director Barton and Fuhrman were absent.

1. **Call to Order** - The meeting was called to order by President Warren at 7:00 p.m.
2. **Visitor Comments** – None.
3. **Appeals to the Board** –
Case 32 Spinosa – Director Warren made a motion to deny the appeal for the 32 Spinosa CCR violation. Director Nelson seconded the motion and upon vote of the Directors, the motion passed unanimously. The fine will be upheld.
4. **Minutes of Board Meeting** –
Director Nelson made the motion to accept the July 21, 2009 minutes as written. Director O'Connor seconded the motion and upon vote of the Directors, the motion passed unanimously.
5. **Committee Reports** -
 - a. Architectural Committee – Minutes of the June 16, 2009 meeting were distributed.
 - b. City Council Liaison – Nothing to report.
 - c. Ad Hoc Committee - Shanley Easement Committee – Director Nelson reported on the meeting held with Eagle Crest Condominium, Avocet and McNary Highlands homeowners on July 14, 2009 regarding the Shanley easement request. The committee gave an overview of the process for this request to the homeowners and heard the perspective of the homeowners. The committee members will research access issues to this property with the City of Portland and report to the Board at the next work session.
 - d. Construction Committee – Director Warren gave an update on the progress of the renovation: details of change order #1 of the GMP of the contract with General Contractor Bremik, affirmation of all renovation contracts to date, overview of MPHOA direct expenses related to the renovation, details of phase 3 scope and related costs.
6. **Financials & Strategic Plan** – Distribution and presentation of the 2009 June financials, Key Performance Indicators and updated strategic plan by GM Lemoine. Suggested to emphasize CCR compliance inspections on homes in disrepair.
7. **Resolutions** -
 - a. Director Nelson made the motion to accept the proposed **change order #1 to the GMP of the contract of general contractor Bremik** which adds phase 2 scope of the renovation project in

the amount of \$3,545,362.00. Director Arntson seconded the motion and upon vote of the Directors, the motion passed unanimously. See details Master Budget – Phase 2 / GMP: Bremik 7-17-09 Update.

- b. Director Nelson made the motion to accept the **Design / Permitting / Inspections & Testing Costs for the renovation project**, which includes previous approved motions for individual contracts, in the amount Not To Exceed \$526,854.00. Director Bogni seconded the motion and upon vote of the Directors, the motion passed unanimously. See details Master Budget – Phase 2 / GMP: Bremik 7-17-09 Update.
- c. Director Nelson made the motion to accept the proposed **renovation budget for equipment and other direct expenses outside of the scope of the General Contractor** as defined below in the amount not to exceed \$161,541.00. Director Bogni seconded the motion and upon vote of the Directors, the motion passed unanimously. See details Master Budget – Phase 2 / GMP: Bremik 7-17-09 Update.
- d. Director Nelson made the motion to accept the proposed revision to the **fence policy** of the Architectural Policies and Procedures as follows:

IV. FENCES, DECKS AND OTHER STURCTURES

A. Fences and walls. All fences and walls, new or replacement, require approval by the Architectural Committee. City code limits fence and wall heights to six feet above the ground in backyards and four feet above the ground in the front yards. When backyards back up to streets the maximum height is four feet unless approved by the city of Lake Oswego and the Mountain Park Architectural committee. Berms, when used in conjunction with fences and walls are included in height determination. On corner lots the wall and fence height is limited to 30" within a vision triangle as defined by the city of Lake Oswego ordinance.

Director Bogni seconded the motion and upon vote of the Directors, the motion passed unanimously.

- 8. **Old Business** – None.
- 9. **New Business** – None.
- 10. **Letters to the Board** –
 - a. Marti Long
 - b. Richard Slaven & Linda Hartling
- 11. **Adjournment** – At 9:10 p.m. the meeting was adjourned.



Secretary Treasurer

TS Construction Management
Mt. Park Recreation Center - Renovation & Remodel
Master Budget - Phase 2 / GMP: Bremik 7-17 Update

BUILDING: Mt. Park Recreation Center
LOCATION: Lake Oswego, OR
ARCHITECT: Waterleaf Architects
SUBJECT: Budget Estimate

Building Area: 41,100 SF
Site Area:
Start Date:
Duration: 9 Months

Acct	Description	Est Qty	Unit	Unit Price	Phase 1 Subtotal	Phase 2 Subtotal	Contract Docs	
							Bremik	GMP Total
General Conditions Subtotal:					\$301,710	\$11,620	\$319,530	
Earthwork/Utilities/Paving Subtotal:					\$467,342	\$9,523	\$476,865	
Site Striping and Signage Subtotal:						\$0	\$0	
	New Concrete Slabs @ S & W Patios (Allowanc	2282	sf	\$5		\$11,000		Allowance
Landscaping Subtotal:						\$11,000	\$11,000	
	Slide Footings - Allowance	15	cy			\$9,171		Allowance
Subtotal Structural Concrete:						\$139,771	\$139,771	
Subtotal Masonry:						\$6,540	\$6,540	
Subtotal Structural Steel:						\$19,017	\$19,017	
	GLB Repair - Allowance	1	Allow	\$5,000		\$5,000		Allowance
	Custom Wood Benches	1	Allow			\$9,660		Allowance
Subtotal Wood & Plastics						\$136,416	\$136,416	
Subtotal Thermal and Moisture						\$24,539	\$24,539	
	Aluminum SF & CWI @ Natatorium / Gym & Car	1	Allow			\$100,000		Allowance
Subtotal Doors and Windows						\$259,927	\$259,927	
	Manager's Office Build-out	1	allow			\$15,500		Allowance
Subtotal Finishes						\$376,432	\$376,432	
Subtotal Specialties						\$18,980	\$18,980	
Subtotal Equipment						\$18,541	\$18,541	
Subtotal Special Construction						\$991,942	\$991,942	
Subtotal Conveying Systems						\$46,379	\$46,379	
Subtotal Mechanical						\$974,547	\$974,547	
Subtotal Electrical					\$8,500	\$294,603	\$303,103	
SUBTOTAL - DIRECT COSTS					\$777,582	\$3,345,977	\$4,123,529	
GC INDIRECT COSTS:								
	Bremik - Liability Insurance - 1.15%				\$9,277	\$39,922		
	Performance & Payment Bond - Lump Sum				\$9,933	\$33,989		
	Bremik OH & P				\$29,158	\$125,474		
TOTAL DIRECT AND INDIRECT COSTS - GMP (after CO # 1 = Phase 2)					\$826,920	\$3,545,382	\$4,371,282	

Design / Permitting / Inspections & Testing:							
	Arch Design:	Waterleaf: (Struct & MEP included)					\$287,175
	Design Reimbursables:	F Waterleaf / TSCM / Design Teams	Allowance				\$5,500
	Pool Design:	Councilman Hunsaker					\$77,100
	Const Mgmt	TSCM: Phase 1 & 2					\$76,500
	Geotech	Geo Design					\$10,810
	Conc. Testing:	Carlson Testing					\$6,403
	Abatement:	Creekside Environmental					\$11,603
	Energy Credits:	PGE Energy Incentive Credits (Allowance pending Verification)					(\$36,000)
	Loan Fees:	Ironstone Bank					\$50,000
	Permit Fees:	City of Lake Oswego					\$15,545
	Fire Sprinkler Inspection:	Simplex Grinnell					\$1,285
	Other permits						\$5,933
	Misc other items		Allowance				\$15,000
Subtotal Design / Permitting & Testing:							\$526,854

Mt. Park HOA - Other	Description	Est Qty	Unit	Unit Price			Mt. Park Other Costs	Mt. Park HOA Phase 3
	Paving:	AC paving of Staging Area (Allow for AC & Misc:	4,150	sf	\$3.50		\$14,525	
	Site Striping and Signage:	Striping Stalls (Allowance)	56	ea	\$10.00		\$560	
		Striping HC Stalls (Allowance)	2	ea	\$35.00		\$70	
	Landscaping/Irrigation	All Landscaping by Owner	1	Allow	By Owner	By Owner	\$5,000	
	Masonry	Wash and Seal Existing Masonry - By Owner	1	ls	\$31,250	By Owner	\$31,250	
		Tuck and Point Existing Masonry - By Owner	5,000	sf	\$9.25	By Owner	\$46,250	
	Signage		1	Allow			\$2,000	
	Fire Extinguishers & Cabinets		1	Allow			\$3,500	
	Equipment	Fitness Equipment	1	LS			\$6,435	
		Fitness / Cardio Equipment	1	LS			\$10,800	
		Additional Fitness Equipment	1	LS			\$14,144	
		Pool Equipment - Large	1	LS			\$12,854	
		Pool Equipment - Small	1	LS			\$1,612	
		Patio Furnishings	1	LS			\$5,396	
		Maintenance Equipment	1	LS			\$3,092	
		Safety Equipment	1	LS			\$771	
		Fitness Service Desk	1	LS			\$363	
		Other	1	LS			\$2,719	
	American Heating	Design Assistance - Engineering HVAC System:	1	LS			\$0	
	Demolition	Demo Misc. @ Group Exercise # 1:	1	ls	\$2,500.00			\$2,500
	Wood Flooring	Refinish Wood Floor @ Grp Ex 2	1,225	sf	\$3.00			\$3,675
	Resilient Flooring	Rubber Flooring @ Grp Exercise 1	1,600	sf	\$9.35			\$14,960
	Painting	Patch & Paint Walls Group Exercise # 1:	1	ls	\$2,300.00			\$2,300
	Electrical Systems	Low Voltage Sound and Security	1	ls	\$50,000.00			\$50,000
	Lockers	New Lockers @ Mens & Womens Lockers	104	units	\$250			\$26,000
		Multipurpose Room:					\$205	
		Youth Lounge					\$634	
		Children's Room					\$4,171	
		Men's Restroom					\$3,668	
		Women's Restroom					\$3,666	
		Multipurpose Room					\$4,501	
		Work room					\$6,181	
		Banquet Lounge (Only includes Replacement of lighting)					\$36,800	
		South & East Balcony Glu-lam and Rail work					\$12,870	
		Lobby					\$12,500	
		Lobby - New Skylight					\$17,055	
		Banquet Lounge (Only includes Replacement of Skylights)					\$17,420	
Subtotal Mt. Park HOA - Phase 3 & Other:							\$161,541	\$219,104

Executive Summary - All Costs: **\$5,059,677**

Bremik Construction GMP:	\$4,371,282	All in to date
Mt. Park HOA - Design / Permit / Finance:	\$526,854	If approved
Mt. Park HOA - Equipment & Other:	\$161,541	Phase 1 & 2
Current Phase 1 & 2	\$5,059,677	
Potential Value Analysis Modifications:	(\$89,000)	
Potential Phase 1 & 2	\$4,970,677	
Mt. Park HOA - Phase 3:	\$219,104	
Summary All Anticipated Costs:	(Excludes Allowance for Contingency:) \$5,189,781	

Original Conceptual Estimate	\$4,901,014	
Current Estimate	\$5,189,781	
Estimate Delta Deficit	(\$288,767)	-5.89%
Loan Dollars	\$5,000,000	
Budget Deficit	(\$189,781)	-3.87%
Budgeted Reserves	\$425,000	8.67%
Balance of funds	\$235,219	4.80%