

**Glen Oban Association
Board Special Meeting Minutes
Capital Expenditures Prioritization & Timing**

Meeting Date: 17 Apr 2023

Location: 1341 Argyll Drive

Time of Day: 7:00 pm

1.0 Call to Order

The special meeting for capital expenditures prioritization & timing was called to order at 7:18 pm, the President being in the chair and the Secretary being present.

Attendees

P = Present, A= Absent, V= Virtual

	Voting Board Members		GOA Members and Guests
V	Charlie Goodell (President)	P	Frank Cullen (LRPC Chair)
P	Ann Behrens (Vice President)	P	Ben Hilliard (LRPC member)
P	Jason Werner (Treasurer)	P	Jeff Whittaker (member)
P	Kelly O'Brien (Secretary)		
P	John Erwin (Member at Large)		
P	Sasha Griffin (Member at Large)		
A	Paul Schratz (Member at Large)		

2.0 Approval of Minutes

The minutes of the prior board meeting held on Mar 16, 2023, were distributed electronically. With no changes during discussion, the minutes were approved as delivered electronically.

3.0 Reserve Study Prioritization & Timing

The sole agenda item was to discuss prioritization & timing of previously identified capital expenditures, given recent recommendations from the Long-Range Planning Committee Chair. This included pool parking lot resurfacing, monument/wood fence repair, and marina electrical upgrades.

Frank Cullen addressed the board with his findings from physically inspecting the capital expenditures projects planned for 2023. He proposed that the front signage renovation (\$5,514) and the wood fencing (\$5,618) for the pool parking lot repairs/maintenance be postponed to a future year for two reasons: the projects in question are not visibly in need of immediate repair and there is a more pressing project with safety ramifications. The pool parking lot pavement is in poor condition, resulting in an uneven surface and major cracks and divots which are a serious trip safety hazard. He recommended that the board consider moving the pool parking lot asphalt mill & overlay project forward to 2023 (from 2026). Frank presented two bids from reputable paving companies (Cooper Paving and Asphalt Star) with very similar scopes of work and pricing (\$11,750 and \$11,500 respectively). Of note, the project includes the install of 3-inch schedule 40 PVC under the lot to run future marina utility wiring if needed. Both vendors are available to accomplish the project in the near-term timeframe. His preference was for Cooper Paving as they had been used previously for other projects, most recently the tennis court parking lot, with satisfactory work.

During board discussions, there was little concern expressed regarding a postponement of front signage renovation and the wood fencing repairs. Secretary Kelly O'Brien reminded the group that at the 2023 annual meeting, the GOA membership had voted in favor of the board using discretion to strike these repairs if there were more pressing capital expenditures, especially for safety prioritization. After discussion, Jason Werner moved (John Erwin seconded) to defer the front signage and fence repairs to a future date. All were in favor and the motion carried.

Regarding the mill & overlay of the pool parking lot, the question was asked whether the parking lot could be patched. The answer was that this could not be done in a cost-effective manner, especially when the complete mill & overlay was due in 2026. Ben Hilliard stated that moving the paving project from 2026 to 2023 did not change the financial profile of the reserves in any substantially measurable way from the approved budget plan. There was no opposition point of view expressed by the board. After discussion, Sasha Griffin moved (John Erwin seconded) to mill & overlay the pool parking lot in 2023. All were in favor and the motion carried. After discussion, John Erwin moved (Charlie Goodell seconded) to contract with Cooper Paving to accomplish the pool parking lot paving project for \$11,750. All were in favor and the motion carried.

Regarding the planned electrical repairs for the marina, Ben Hilliard relayed Marina Chair Chet Goudy's concern that his initial vendor's estimate of \$29,000 to accomplish electrical upgrades/repairs could grow to 'six figures' if there were required code upgrades. With Chet not in attendance and no one on the board or LRPC familiar with the \$29K proposal, there were several questions without clear answers. Was there an effort to get multiple bids? Unknown. Does this 6-figure growth somehow include the capacity to add lifts at some point? Unknown, but the board felt that this issue was previously decided that GOA was not going to add lift capacity at the marina. Relative to an existing action item: What is the status of installing an appropriate No Swimming with 10 feet of Pier sign? Unknown. Relative to an existing action item: What items have been identified that are in immediate need of repair for safety such as loose outlets? Unknown. Ben Hilliard (as a member of LRPC) took the action to meet with Chet to get these questions answered and to act as the interface between the board and the marina chair.

4.0 New Action Items

1. Act as the interface between the board and the marina chair to get several questions resolved regarding marina electrical upgrades. (B. Hilliard)

5.0 Documentation of Main Motions

After discussion, Jason Werner moved (John Erwin seconded) to defer the front signage and fence repairs to a future date. All were in favor and the motion carried.

After discussion, Sasha Griffin moved (John Erwin seconded) to mill & overlay the pool parking lot in 2023. All were in favor and the motion carried.

After discussion, John Erwin moved (Charlie Goodell seconded) to contract with Cooper Paving to accomplish the pool parking lot paving project for \$11,750. All were in favor and the motion carried.

6.0 Adjourn

There being no further business, the president adjourned the meeting at 8:00 pm.