

TO: MF Board

FROM: MF RP/RF Study Team

DATE: March 29, 2025

SUBJECT: Deck Inspection Project - Proposal For Review/Approval

The MF RP/RF Study Team (composed of Yvonne Salfinger, Kevin Preston, Pete Hogue – with appropriate assistance from Anne Poznic) recommends that the material that follows defining in more detail the “concept level” approved Deck Inspection Project be approved as is.

PROJECT SCOPE

The main focus of the project is to collect the information needed for the MF F&FST team to manage the factors relate to our 30 decks – both in 2025 and subsequent years.

In addition to the main focus, the additional scope of the project work is to collect information related to the eight Brodie unit bridges (bridges are unique to the Brodie condo group). This information has not been captured in other inspections.

PROJECT PARAMETERS

- 1) The majority of the project work will be outsourced to a contractor. Having said that, there will be a MF project coordinator named for the project - with the coordinator to be determined. There will also be a list of MF resources that will be utilized to provide the information the contractor cannot determine by inspecting and measuring the 30 decks.
- 2) Project cost: the real project cost will be determined as we receive one or more bids for the project. For the time being there is a value in the approved RP/RF Five Year Plan that is an estimate for the project cost (\$3,000).
- 3) Project schedule – both contractor bidding as well as project team efforts to create/obtain other information to update the Deck Worksheet (see page 2) will begin as soon as possible. The expectation is the project will be completed before June 30, 2025 so needed work can then be completed during the remainder of the summer season.
- 4) The key format for displaying the information is found in the table on page 2. Important supporting information related to the table follows the table.

PROJECT TASKS

The column references in this section refer to the columns in the table on the following page

- 1) Determine the needed updates to get the 7th column information current. Decide if there needs to be additional information on the type of uprights where the deck surface is TREX.
- 2) Get accurate information for all 30 decks relative to their square footage (see column 6).
- 3) Ensure that we have accurate 5th column information for all 30 of our condos.
- 4) Ensure we have accurate 9th column information for all 30 of our condos.
- 5) **To be determined**

MF HOA: 2025 DECK WORKSHEET PROJECT [DECK INFORMATION ON OUR 30 UNITS]

Unit & Size & Group	Triplex or Duplex	Date Built	Current Owner	Deck P/S Approach	Deck SQ FT Parameter	Latest Deck P/S Date & Surface	Target P/S Year	Pre-prep Repairs Needed?	Group P/S Cost %	Group MRR %	Comments
1410 S <i>nbrod</i>	Duplex 1	1984	Buehring	?	264	2021 W	2025	?			
1422 S <i>nbrod</i>	Duplex 1	1984	Brown	?	264	2021 W	2025	?			
1434 L <i>nbrod</i>	Triplex 2	1992	Belknap	S	384	2024 W	2025	?			Replaced in 2021
1436 S <i>nbrod</i>	Triplex 2	1992	Weibel	?	218	2020 W	2025	?			
1438 M <i>nbrod</i>	Triplex 2	1992	Karmacharya	S	192	2024 W	2025	?			Porch done also in 2024
1440 S <i>nbrod</i>	Duplex 3	1992	Simpson	?	184	2020 W	2025	?			
1442 M <i>nbrod</i>	Duplex 3	1992	Yoblin	?	192	2020 W	2025	?			
1411 L <i>brod</i>	Triplex 1	1994	Bouziden	?	186	2022 W	2027	?			
1421 L <i>brod</i>	Triplex 1	1994	3311 Laporte LLC	?	365	2022 W	2027	?			
1431 L <i>brod</i>	Triplex 1	1994	Dougherty	P	284	2024 W	2027	?			Full replacement in 2024
1433 L <i>brod</i>	Duplex 2	1995	Jordan	?	234	2022 W	2027	?			
1435 L <i>brod</i>	Duplex 2	1995	LaRue	?	177	2022 W	2027	?			
1437 L <i>brod</i>	Triplex 3	1993	Blehm	?	234	2022 W	2027	?			
1441 L <i>brod</i>	Triplex 3	1993	Salfinger	?	270	2022 W	2027	?			
1443 L <i>brod</i>	Triplex 3	1993	Myers	?	224	2022 W	2027	?			
1444 M <i>gc</i>	Triplex 6	1993	Bishop	?	292	2023 W	2028	?			
1446 S <i>gc</i>	Triplex 6	1993	Walsh	?	504	2023 W	2028	?			
1448 M <i>gc</i>	Triplex 6	1993	Dodson	?	292	2021 T	2028	?			
1450 M <i>gc</i>	Duplex 6	1992	Preston	?	389	2023 W	2028	?			
1452 S <i>gc</i>	Duplex 6	1992	Rahne	?	100	2023 W	2028	?			
1454 M <i>gc</i>	Triplex 5	1984	Beatty	?	226	2022 W	2028	?			
1456 L <i>gc</i>	Triplex 5	1984	Gaddis	?	306	2023 T	2028	?			
1458 M <i>gc</i>	Triplex 5	1984	Hogue	P	390	2023 W	2028	?			Basis personal knowledge
1445 M <i>ngc</i>	Duplex 4	1991	Novy	?	192	2021 W	2026	?			
1447 S <i>ngc</i>	Duplex 4	1991	Michaels	S	100	2024 W	2026	?			
1449 M <i>ngc</i>	Duplex 5	1991	Calnon	S	192	2024 W	2026	?			
1451 S <i>ngc</i>	Duplex 5	1991	Emmer	?	100	2021 W	2026	?			
1453 M <i>ngc</i>	Triplex 4	1991	Poznic	?	192	2021 W	2026	?			
1455 M <i>ngc</i>	Triplex 4	1991	Velthoen	?	100	2021 W	2026	?			
1457 M <i>ngc</i>	Triplex 4	1991	Geraghty	?	192	2021 W	2026	?			
30 units [8S, 12M, 10L]	6 Duplexes 6 Triplexes	84-5, 91- 7, 92-7, 93-6, 94- 3, 95-2		See Format Note 6	See Format Note 5	See Format Note 4		See Format Note 7	See Format Note 8	See Format Note 8	

FORMAT NOTES

1) The S = small, M = medium, and L = large refers to the three groupings of size of units (sq. ft.). Small = under 1500 sq. ft. (smallest is 1152, largest is 1476), Medium = between 1500 and 2000 sq. ft. (smallest is 1,568, largest is 1656), and Large = more than 2000 sq. ft. (smallest is 2,193 & largest is 2,772).

2) Group abbreviations:

- a) **ngc** = non-golf course units
- b) **gc** = golf course units
- c) **brod** = Brodie units
- d) **nbrod** = non-Brodie units.

In several columns the abbreviations are: P/S = paint/stain work, MRR = major repair/replacement work. The *Current Owner* names in YELLOW highlight are those condos up for sale currently.

3) Condo Painting information: Up until 2019 we did full painting (both the condo as well as the deck – and bridges for the Brodie units) for each group. In 2019 we were to do a full paint cycle for the **nbrod** group, with the next year (2020) being a “no paint” year [on our normal 5 year cycle paradigm]. Instead we did the **nbrod** group over the two year period of 2019 & 2020. This was done with a better paint which would give us a longer useful life of the condo painting. Then in 2021 – 2023 the other three groups were painted with the better paint, allowing for “no paint” years in 2024 – 2026 (as a minimum).

4) Deck painting information: When the multi-year plan was created and approved by the board in 2021, there was a change in the deck painting paradigm. The key parts of the new paradigm were a) full acceptance that the HOA was responsible for all deck painting and b) deck painting would be on a different cycle than condo painting. The new paradigm (see multi-year planning document) got off to a slow start in 2021 - 2024, but we are getting back on track in 2025. The expectation is the RP/RF Study and our inspections will provide us with a new & accurate paradigm for deck painting.

The 7th column has been added to reflect the needed deck painting info. The two deck surface abbreviations are: W = wood, T = Trex (or analogous type). Those deck values in bold italics represent full replacement (or major repair) decks done since 2021;

- by the HOA: 1410 (Buehring), 1422 (Brown), 1433 (Jordan), 1434 (Belknap), 1435 (LaRue), 1448 (Dodson), 1454 (Beatty)

- by an individual owner: 1456 (Gaddis), 1443 (Dougherty).

There will need to be updates to this information based on the decks that have been painted/stained in 2023 and 2024 (Yvonne has furnished the 2024 information).

5) The values from this column (from Susan’s work-in-progress document) will need to be verified in the Deck Inspection Project.

6) The board made the decision in 2024 to allow for either painting or staining of wooden decks as warranted. Presently we do not have accurate information on a) wooden decks versus enhanced technology (TREX) decks and b) stained wooden decks versus painted wooden decks. This information will need to be determined during the Deck Inspection Project.

7) While initially the painting and staining of decks included repairs/replacements of damaged components that has not been the case recently. The Deck Inspection Project will need to ascertain, for each of our 30 decks, whether any pre-painting prep work for damaged components will need to be done. Then a determination will be made as to whether that work will be done either a) as a separate contract different from the painting/staining contract or b) as part of the painting/staining contract.

8) These two columns will need to be populated by the project team creating this document as they work to meet the objective of satisfying the two challenges (inequities) found in Process Note 3b (see below).

PROCESS NOTES

1) The board has authorized a Deck Inspection project to be done in 2025, with \$3,000 (current guestimate) provided for the project in the RP/RF portion of the approved budget.

The information in this document is drawn from several current documents that either a) contain our Reserve Plan & Reserve Fund information or b) information in our Governing Documents – in particular information relevant to enabling us to adopt an Exhibit B to our Declarations, including but not limited to:

- a) our latest version of our Unit Profile document
- b) the latest version of our Asset Health Worksheet
- c) the work-in-progress document by the Business Practices function of the Planning & Practices [P&PT] team to provide a replacement Exhibit B that covers all 30 units making up our HOA
- d) our latest revised set of Declarations.

2) Creation of this document was commissioned by the board as the MF 2025 Phase Two Budget was approved. The ownership of the document (on the board's behalf) will be the F&FST team. The initial version will be done by the RP/RF Study Team (Yvonne Salfinger, Kevin Preston, Pete Hogue) with assistance from Anne Poznic.

3) There are three major objectives driving creation of this document:

- a) provide planning information for managing both the periodic painting/staining of our decks as well as the “as needed” major repair/replacement activities related to our decks
- b) deal with the inequities that have existed for many years related to allocating the costs of the two Reserve Fund sets of work described in “a” above – both inter-group as well as intra-group inequities
- c) enable our HOA to change collection of assessment revenue covering said expenses from a non-pass through assessment approach to a pass-through assessment approach [the key criteria which enables this is having expenses that clearly differ by owner and therefore should not be assessed at a 1/30th expense share for every owner].

4) There are several key premises that are the basis on which the table above is done:

- a) we will paint/stain decks on the basis of one group every four years
- b) the paint/stain cost recovery assessment approach will evolve into a pass-through approach with each of the group owners involved paying their fair share
- c) we will do major repairs/replacement of decks on an “as needed” basis (with the expectation that across time many of our current 30 decks will **not** need this action)
- d) the major repairs/replacement cost recovery assessment approach will evolve into a pass-through approach with each of the group owners involved paying their fair share [the process is yet to be determined but will be based on which group owners have already had their deck done (and paid for by the HOA) and which have not].