

Barrington Park March 14, 2013 Minutes

Meeting was called to order by Steve at 6:30. Present were Steve Walker, Charlie Huggard, Donna Hagblom, Greg Frasier, Elden Bodily, Sandy Nordyke, Leda Jones, Seth Williams.

Non board members present were Mary Derriger, Deloris Leinhart, Paulette Hance, Bella Moretti, Mary McDermott, and Bruce Bollinger.

Verified minutes from last meeting and they were approved. Donna moved we accept the minutes and Charlie seconded. There was clarification the executive session being published.

Steve went around the room addressing homeowners and there were no issues from any homeowner.

Next on the agenda is the report for the Property Manager Bid Committee. Presentation by Mary Derringer. She states the presentation will be ready to present at the April BOD meeting. States we have done all of the due diligence with each of the vendors, have narrowed it down to four and we are going to meet the following week to rank those four and determine what we are presenting to the board. We will be finalizing that between now and the next board meeting and will be ready to present our final product. Steve requested that Mary let him know how much time she will need for the presentation at that meeting. Stated that we currently have no contract for property manager. Seth suggested that we should decide that we have something under contract. Seth said that we should have some kind of contract or extend the contract until the fiscal year so everyone is protected. Charlie said that's not a bad idea. Elden stated he thought we had a six month contract but he was mistaken and DFI does not have a contract with Barrington Park and does not have one now. Steve said this is correct. Deloris suggested we take the previous contract, extend the date and both parties sign. Greg motioned to extend the contract that expired the last day of September 30, 2012 until September 30th 2013. Donna seconded it. Leda questioned when it would become effective. Vote was taken. Motion was approved with Elden and Leda voting no. Leda stated she voted no because it was not fiscally responsible.

Architectural Control Committee - Charlie

Talked about things starting up for the spring. Three of the six roofs are being worked on. We have more than six but that's all we could afford with our budget. We have one more that is a top priority but wasn't on the list. To do a repair would be a band-aid. The roof needs replaced within the next year. Suggested the board come up with the \$6,700 to replace this roof. Need to address that. Leda asked how often the roofs need replaced. Greg said some of the roofs need plywood, flashing and much more. There are some roofs that were never put on properly. Some roofs are only shingles without flashing or anything. Greg made the motion that out of the reserve funds be used because we could have more damage if this particular roof were not replaced. Donna said we have reserve fund of \$138,290. Greg

made the motion we use the reserve fund money to do the roof for 6,700. Elden asked what is the amount in the reserve fund dedicated to roofs. Donna said we didn't have the money in the reserve fund for the roofs. He asked of this roof was in the 'funded' in the budget. Donna stated it was not 'funded'. Elden asked how you pay for it if it's not funded. Steve said the reserve fund is broken down to ten different sections. Charlie said the roof could be an emergency expense. Leda suggested we use part of the Comcast monies and that way we wouldn't have to touch the reserve funds. Bruce said you want to hold off that motion, that a little later on we are going to talk about the reserve fund. He thinks there could be some misconception about the reserve fund at Barrington Park. Stated SB 64 is new and that explains a bit more about the reserve fund. Greg withdrew the motion as suggested by Bruce. Leda asked about the balconies that are in need of repair. Charlie stated there wasn't anything new, we are waiting for weather to improve.

Appeals Committee - Mary McDerrmot

Nothing - nobody is doing any spot checking. Stated there was lattice still leaning on homes. Deloris stated there are still Christmas lights up. Steve stated that an area of concern is we don't have a Compliance person right now.

Budget and Finance - Donna

She said she met with Bruce and went over the budget items and we are in fairly good shape right now. On the transfer fees, we are ahead. The labor costs are looking good now at 39%. We are over on snow removal which we knew we would be. Leda asked what we have budgeted for fence for the fiscal year. Donna said \$13,261 is what we have budgeted. Legal services we are at 43% with a little bit more this month because of the lien on one of the properties. We are ahead on vandalism because we haven't had any. Over budget on fence because of Newton Ct. Couldn't leave the fence half way undone. She would like to bring up play ground equipment. She feels we need to use some of the money, maybe even some of the Comcast money to see about replacing the playground equipment. Steve suggested that Donna check and see what the cost could be in replacing the equipment and check out the ground replacement cover.

CC&R

Deloris presented three attorney suggestions for review on the CC&R final version. The three, Vial Fotheringham, Seal, and Rupp. The first two specialize in HOA law. Fotheringham is the higher prices and Seal is in the middle. Suggested going with Seal. Deloris said we may have to change our annual meeting to September with the new law SB 64 going into effect. Deloris reminded Steve that he'd requested the information she was providing in order for the board to decide.

Work Order Report - Greg

We have 44 open, 32 are concrete and the other 12 are primarily weather related and now that we have good weather, we can get into them. We have one request for 4314 Carnaby Ct, repairs were done on the front of the house.

Originally the house had Z-brick and when the repairs were done the Z-brick was taken off and siding was put back on. This was in the 90's. They are requesting Z-brick be put back on so their side matches the other side of the building. The other one was to remove a thorny bush from in front of a house, now that we have good weather, we can do that. Greg stated the Z-brick is considered cosmetic. Leda asked how we would respond to them. Greg said the board would have to look at it. Bruce said they had already been told that the Z-brick would be replaced. We just needed to get the Z-brick and glue it on. The cost would be more labor than material. Cost of Z-brick was not stated.

Grounds Committee - Seth

Has been looking around the park at areas that could be improved and areas that could have something put a particular space. He is concerned about concrete on the smaller condos where the concrete drainage areas is very uneven, cracking and just looks really bad. He said there are a few rows where this is happening and wasn't sure which committee this needs to be referred to. Charlie asked the address and Seth told him what areas to check out. Bruce said it could be a large project because once you get into the concrete, you can get into asphalt. Steve said this would be an opportunity for Charlie and Bruce to go and take a look at it to establish a plan to prioritize it. Seth said he's been looking at the original plans for the park and there are some paths that were intended to go to specific areas and they dead ends, where the paths were not completed. He said some of those areas looks like they should have a bench. Other areas look like there is supposed to be a path to the pond. Steve said that he wasn't sure where that would fall under the budget for these types of improvements. Seth said the benches could be a good solution for the smoking problem. If people wanted to smoke outside their homes, they could do so in specified areas. Steve suggested Seth put a little package together and bring it to the board.

Park report by Bruce

Poulton Insurance is getting bids from their brokerage. Sentry West is getting us bids from Community Association Underwriters. This is an interesting bid because they are a group that deals with one or two agents per area. They have a good earthquake program with a 10% deductible. The other companies, the deductible is on the entire amount ie 2.9 million dollars before they even start. This is 10% of the damage, so if you have a lesser amount of damage it's 10% of the damage. No quotes yet from anyone at this time. He has Moretti insurance that is putting together a bid at this time. Steve asked when we need to have this. April 1st is when we need it so he'll get this information out so we can see it and make a decision. Steve said we may call a special meeting or do it through email. Leda said she'd like to see the proposals printed out. Sandy said sometimes she gets her emails and sometimes she doesn't. Steve said once we get the bids we will decide what to do.

Problem accounts from Bruce

Total amount past due is \$56,696

Past due amounts that look like they will not be able to collect on is \$33,785

Past due amounts up \$2,197 from last month

Barrington currently owns one of the past due homes through a short sale in the amount of the past due. We were the only one that put a bid on it. Now eviction process has started.

Discussion on various past due homeowners and their various situations. Charlie asked about one of the properties that looks like it's condemned. Bruce said that residence keeps going up for short sale.

Job order Status - 15 new requests, 14 closed and 44 still open, an increase of 1. Of the 44 still open, 32 are unfunded of which most are cement work. Of the 12 still open, most are delayed due to weather. We had about five rain gutters damaged with the ice. Fence by post office that was damaged by hit and run repaired. Spring clean up started. Roof replacement started, some extra vents have been added to bring to code. February we were down two maintenance workers except on snow days. Bringing on third person now that weather is warmer.

Having meeting with bank regarding automatic withdrawals. It will need board approval to pursue. To do this going forward without an additional fee, we need ACH (automatic withdrawal) approved. We need a system administrator on that account from the board of directors. Greg made the motion Charlie could be the administrator. Sandy seconded the motion and it was passed unanimously.

Received an 180 day extension from the City of Taylorsville to complete work on decks (putting ADA rails on). There were two permits that hadn't been closed out. One was the deck rails. We need to contact the contractor of the Solar collector. The plans were approved but the contractor didn't close out the permit. We now need to see if we can locate the out of business contractor and if we can't within ten days, we need to call for an inspection from Taylorsville City. They approved the plans originally.

Tree trimming - Advantage and Steves - two bids - Advantage in at 5000 - Steve's at 5600. Bruce recommending Advantage - they will pull out one pine tree for free. Deloris said she's liked Advantage's work. Steve asked if we needed to vote on it and Bruce said because it's a contract, we needed to vote. Charlie motioned we use Advantage, Leda seconded. Motion passed

Fertilizer - TLM 5000 for four applications - True Green 5900 - two bids - Donna asked about them spraying for mesquitos this year. Seth asked about deep shrub fertilizing. Sandy asked about the grubs in the lawn. Bruce said that we need to not aerate this year to avoid a recurrence of noroton.

Insurance - Poulton getting bids

Reserve study and new laws. We talked about having to do our reserve study again. SB64 was just put into effect it was changed from every two years to every six years. The way we did our reserve study before does not meet the new criteria based on the fact you are so supposed to have an 'end life' to the items listed in the reserve study. If it is less than thirty years or more than three months you need to have an 'end life' of the items listed that the reserve study is

providing for. The way we have our reserve study done right now is not compliant according to the new law. The other thing our reserve lacks is identifying the items we really want to be on the reserve study. It says you have to have the items that would not normally be funded through your assessments, for example, right now we are normally funding roofs, we are funding them on an ongoing basis so we don't necessarily have to put roofs as a reserve fund item. We are not normally doing roads, so that type of items should be in the study. The playground equipment would be one item that would go on a reserve study. CC&R talked about doing something with the tennis courts. We prepare the documentation showing the homeowners the items that are to be funded and how and we present that to the homeowners and they have to be the ones to vote on this. You have to do a reserve study review with the homeowners at the annual meeting. If it is normally funded, it doesn't go into the reserve study but it's not normally funded, it goes in the reserve study to be voted on. Suggested the board sit down and identify items that need to go on the reserve study and life cycle them out. Budget committee is hung up until the board makes a decision of what is on the reserve study and the dollars that are associated with it. Each line item has to be presented to the homeowners to be voted on. Greg asked about the \$30 from each homeowner that is going into the reserve fund each month. Bruce said we are doing more than that. Financially we are in good shape when the reserve account goes. We were told during the study we should be funding our reserve account at an extra \$30 per month per homeowner for the items that we were already funding out of the operating fund. Said that **based on the reserve study** we are over funded. We need a good reserve study conducted to be able to accurately know what we have and what we are asking for. The date the law becomes effective, is when we have to abide. Once the law goes into effect the board cannot fund anything that is not an operating expense without a vote of the homeowners. Bruce said the homeowners don't have to see every line but the information has to be available to them if they request it. Once the homeowners approve the budget according to the reserve study, and vote for it, if 51% of the homeowners say they want that line item withdrawn, that has to be done.

Right now the budget is supposed to be ready for review by the homeowners prior to the annual meeting. This was 60 days, this is now going to read 90 days. This means the board of directors must have the budget to approve because they have to give the homeowners 30 days to review prior to the annual meeting. In order for it to be effective first of October, the homeowners need to vote on the budget before October 1st. Our time table is not in sync with the guidelines of the new law per it being approved and reviewed.

Greg suggested we do the meeting in September and was told that is what we were looking at anyway. Board needs to address what items it wants in the reserve fund. It will cost Barrington between four and seven thousand dollars for a proper review of the reserve fund. Bruce thinks we could convince DSR (conducted prior study) to tweak their past study but hasn't talked to them about it. Discussion on when it goes into effect. Some parts will be retro active. If you do your reserve study between 2008 and 2012, you were good for three years if the study was done according to the legal guidelines. Discussion on finding out when we need to comply and when it is effective. Bruce said we can use our reserve study to do our budget knowing it's not where it should be.

Bruce said we have dollars we have put in that are above and beyond our operating expenses. Operating expenses have been staying the same for twelve years. We have spent everything above what we have pulled into the reserve plus we have the additional \$30 a month. We had 138K that was out there. That was actually put in the bank when we started the renovation. It was the money people that prepaid. We changed the label of that money to 'reserve'. Is that money that is sitting there really our reserve type item? You cannot attach one dollar to that money as a reserve?. Leda

asked if that was in a bond and Bruce said it is in a money market. Greg asked can't we just take the \$6700 out of that to fix the roof. Greg motioned we take it out of the \$28,700 Comcast money. Leda seconded it. Vote was passed unanimously to take the money for Mary Derringer's roof from the Comcast money.

Round table - board members -

Seth - Had another homeowner asking him about the smoking issue. Wanted to know if we were planning on making any decisions within the next month or two. Steve asked, as far as.. Seth said, as far as making the park smoke free or having some areas smoke free. Steve said the board has not made any future considerations regarding the issue. Leda asked if the issue was addressed in the survey. Seth said it was. Elden said the survey was split. Greg said we can prohibit smoking at the pool but didn't know if we can do it outside. Seth said, we can. Greg asked if that is something the board can do or if the homeowners would decide. Said since we are doing the CC&R's maybe it was something that can be done now. Steve suggested he bring something to the board next meeting. Seth brought up the bench idea for a smoking area. Deloris brought up there is no law in Taylorsville that you cannot smoke outside. If two people have a disagreement about smoking, it is between those two. Seth said we did have the authority to make it a non smoking park.

Elden gave his time to any subsequent member

Charlie brought up fences and asked Leda if the fencing could be done in conjunction with the concrete. Greg asked Bruce if there was a way to remove the fence to put in the concrete. Bruce said yes. Leda stated the price we were quoted for the quality of fence we currently have seemed high and that's why she went and got the lower bids for fencing from fencing professional with 10 year guarantees. Leda the professional fencers said the grade they work with is above the grade we have here and it would have a 10 year parts and labor warranty. Charlie said they should just go ahead and do the work. Leda asked, and pay \$7,000 more than we need to. Leda stated the quote was Bruce said 18,000 to do the fences and one of the bids she got was 11,600 or something like that. Leda asked if it would be a contract bid to where there wouldn't go over bid price. Bruce said, I guess the problem I have when you say bid, then you put DFI in a different position than we have ever been in. We have never bid on fences. What we do is we use the personal we have to work on fences when we don't have something else going on. If you're saying now I'm in the bidding business. Leda said it might be financially responsible for Barrington Park to get bids to get the fence put in. Steve asked Elden what he wanted to vote. Elden asked if we wanted to vote and end it all. Greg made the motion we just go ahead and get Rugby done now. Leda asked how much we will spend. Charlie made a motion that we finish the fencing on Rugby Ct the way we have in the past and in the future we look at bidding. Leda asked how much was allocated for Rugby, is there a cap. Charlie said we had discussed this. Greg said there is no dollar amount. Eldon stated the cost was open ended. Leda asked, open ended, ok. Greg seconded Charlie's motion. Vote was passed with Elden, Sandy and Leda voting no. Sandy said she had to think about it more. Motion was passed to do the fence. Seth stated it was a good thing to get bids for fencing going forward was not a bad thing.

Sandy asked about getting rebates on the money spent for the roofs if they were of a certain quality shingle through Rocky Mountain Power and Questar. Sandy said she would have Jerry look into that.

Donna - nothing

Leda - nothing

Steve - nothing.

Meeting adjourned at 8:50.

Leda Jones

A handwritten signature in dark ink, appearing to read "Leda Jones". The signature is written in a cursive, flowing style with a large initial "L" and a prominent "J".

Secretary

Barrington Park Homeowners Association