

Reynolds Farm Condominium Association
Minutes recorded for the Monthly Board of Directors Meeting,
December 14, 2015 at 930 Reynolds Farm Lane

In attendance: Al Orendorff with Trio Property Management, John Dollar-President, Bonnie Prushnok-Vice President, Rick Marsh-Secretary, Jeff Schwander-Treasurer, Gina Underwood-Director. Homeowner, Rita Gee was also present.

- 1) **Call to Order:** The meeting was called to order by John Dollar at 6:30 PM;
- 2) **Approval of Minutes:** Minutes for the November '15, board meeting were reviewed, and approved with Gina making the motion to accept the minutes as written, and John seconding the motion, with the board passing the motion unanimously.
- 3) **Manager's Report:** Al Orendorff with Trio Property Management submitted the report-
 - a) **Change of Address:** Due to increases in mail volume, Trio has changed the mailing address **from P.O. Box 106 to P.O. Box 208**, Niwot, CO 80544. This has been added to the invoices moving forward.
 - b) **Receivables:** Overall we are in good shape; the only exception being Unit # 946 who pay every month but are still behind by a small amount and Unit # 907 is starting to lag as well. I will update with statements for any unpaid balances January 1, 2016.
As a side note, the new CCR's state assessments are due on the 1st of the month and late on the 10th of the month. I have noted this on the invoices starting January, however we may need to gently remind the residents of this change and provide some allowance time for them to adjust their payment schedules.
 - c) **Financials:** Total expenses are running at 114.9% of budget or \$10,569 *over* budget. The reports will run in excess of budget due to the lack of including specific line item Capital expense identifiers into the budget, such as road repairs and seal coating as well as driveway foam jacking etc.
Changes and space movement in the Barn requires that we transfer \$ 225.00 from the operating account to the barn account to properly cover the security deposit refunds. Barb Coppin cashed the barn refund check that was sent to her.
 - d) **Barn:** We still need to have the electrician install the new circuit for the barn garage door. Currently the door is operating on a heavy duty extension cord.
 - e) **Irrigation System:** We received another invoice from Long's Peak, which is confusing given the credit he has applied and the additional expense of blowing out the system for \$115 (which was originally done by Turf Paradise) and another invoice for sprinkler audit work (\$130). I attached a PDF of the latest invoice. To date we have paid \$6,377.96 (\$5,314.97 on October 14, and \$1,062.99 paid October 12, 2015) Total outstanding balance per the invoices provided is \$130 on invoice 2019251M and \$4,366.97 on invoice # 20151021.
Are we paying any additional expense for the audit and are we paying for them to blow out the system that Long's Peak turned on again? Also are we getting the rebate back to the HOA for the NGLA grant?

Bonnie and Al will review all the billing to date and determine what is yet owed, or what will be credited to the account.

- f) **Landscape:** Turf Paradise has completed 2 fall clean ups.
- g) **Gutters:** The gutters and downspouts have been cleared of leaves.
- h) **Buildings in General: Still Open - Many units have water behind the siding which has resulted in swelling of the wood. This was first noticed on Unit 985 and repaired. In a quick survey of the rest of the development several similar issues show up in a number of units in the development.**
Once Vince is mobile and able we will do a complete survey of the damage. The survey may not happen until late this year or sometime early next year.
- i) **Violation Notices:** - Letters for oil stains sent to units 951, 937 and 938

4) **Old Business:**

- a) **Rules and Regs, Bylaws:** Molly is working on this, so that we can complete everything that was part of the CCR Revision process.
- b) **Irrigation System Grant Status:** See Manager's report above.
- c) **Roofing Consultation:** Since we are looking at approximately 3 years before any roofs need to be replaced/repared, it is premature to spend any money performing a study at this point in time.
- d) **Concrete driveway Repairs:** We did receive pricing for mud-jacking and foam-fill on the driveways that are showing significant grade drops between the garage floors and driveways. We just need to prioritize and get more information from CST with regards to the actual warranty on the foam fill, and the most opportune time to install it. More information will be available for the January meeting.
- e) **FHA Certification:** There are a couple of homeowners that have asked about FHA certification for Reynold's Farm. There is an application fee and a yearly fee to keep the certification current. A motion was made by John Dollar to initiate and approve FHA Certification for Reynolds Farm HOA, but there was no second to the motion. Therefore nothing was adopted.
- f) **Working committee update:** There has been good interest by some homeowners to assist with the various HOA committees- Architectural, Infrastructure, and Landscaping committees.
- g) **Leaf and gutter clean-up:** It is always difficult to coordinate the final leaf pick-up and gutter cleaning prior to the first cold spell with snow, or just snow-fall. This year, Turf Paradise had completed their final mowing and leaf pick-up prior to a number of trees dropping their leaves.
- h) **Landscaping contract for next year?** Probably will want at least 3 bids, Turf Paradise, Longs Peak, and Panorama as possibilities.
- i) **Other:** Security cameras -Jeff said he would coordinate with Joe and Crystal to find another location for the security camera(s), and attempt to get them operational.

5) **New Business:**

- a) **NGLA Report:** There will be an NGLA Christmas Party on 12/17/2015 beginning at 7:00 PM

- b) Website Update: John is working on a “What’s New?” area on the website.
 - c) ACC Requests: There were no new requests from homeowners.
 - d) Homeowners Comments: None
- 6) Community Input**: Nothing new to be discussed.
- 7) Adjournment**: The meeting was adjourned at 8:04 PM. The next meeting will be Monday, January, 11th at 6:30 PM at John Dollar’s home (Unit # 930).