

Reynolds Farm Condominium Association
Minutes recorded for the Monthly Board of Directors Meeting,
June 13, 2016 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, and Rita Gee-homeowner

- 1) **Call to Order:** The meeting was called to order by John Dollar at 6:38 PM;
- 2) **Approval of Minutes:** Minutes for the May '16, board meeting were reviewed. Bonnie made a motion to approve the minutes, with Jeff seconding the motion, and the board unanimously approved the motion to accept the minutes as written.
- 3) **Manager's Report:** Al Orendorff with Trio Property Management submitted the report-
 - a) **Receivables:** We are making headway on getting the Receivables into the 10-day payment period. The number of late pays as of June 12th is down to 9 homeowners from the 40 late pays in June. Trio Property Management has continued to send out statements which has helped reduce the volume of late pays. It has been suggested that we make a mention of the new payment due date (10th of the month) listed in the CCR's, at the Annual meeting in August.
 - b) **Financials:** Total expenses are running at 111.7 % of budget or \$12,565 *over* budget.
 - c) **Barn:** Al has contacted another electrical contractor who will be able to run the barn door circuit within 7-10 days. The same contractor will investigate running a separate circuit to the sprinkler clock at 933, so that we don't have a similar sprinkler issue as we had in late May.
 - d) **Roof Issue and Other Repairs:** Squirrels have been very active this year as well as flickers. Vince has made temporary repairs on several units and during the site review, he encountered several other damaged areas around the neighborhood. Vince inspected and repaired the flashing around the chimneys, and Blake replaced the stairs and rim joist on the patio deck-items closed.
 - e) **Fencing:** Vince repaired the fence at 940. Repairs and post replacement is required near unit 955 area, as reported by Sue. Blake will handle these when he comes back from vacation.
 - f) **Site Review:** (AKA-Infrastructure Maintenance Inventory) A site review has been completed and needs to be reviewed to determine which projects should be prioritized for the 2017 fiscal year. The Primary items include Shingles, trim and siding.
 - g) **Painting:** Exterior Solutions has visited the site to provide a bid on Building # 8 as well as the west side of the barn. Waiting for the bid at this time.
 - h) **Landscape:** Our new landscape company is getting poor marks for quality. This has been brought to the attention of Long's Peak and there will be a meeting scheduled to review the issues at hand, and to review performance.

On a second issue, Jeff had discovered a major leak area that was also confirmed by Long's Peak. Long's Peak has been asked to provide a detailed "worst case" pricing to repair the leak. It's not a matter of fixing or not fixing, just trying to get a worst case cost.

- i) **Trees:** Al has asked 3D to provide a bid for removing the dying crab apple tree on the east side of 930. Jeff Schwander volunteered to remove it, and save the HOA the dollars.
- j) **Violation Notices:** - None.

4) **Old Business:**

- a) **2016-2017 Budget and Dues:** The Board of Directors will go back to line item budgeting to better enable a month by month review of exactly where the budget shows a shortfall or where there are excess funds to be utilized. The HOA Board also discussed, at great length, a dues increase to help off-set some major roof expenses and the relatively low reserves set aside at this point in time. The majority of the board decided NOT to raise dues this year with the intent to rely on special assessments for these types of major expenses that will be facing the HOA at some point in the future. Discussions on this topic have been on-going throughout the year, and will continue. The HOA Board did agree and vote on a motion (motion made by John Dollar, seconded by Bonnie Prushnok) to transfer amounts in our operating funds in excess of \$ 50,000.00 to the reserve fund account. The first transfer of funds will occur the end of June, then transferred on a quarterly basis.
- b) **Painting Schedule and quotes:** \$ 14,247.00 is the amount quoted for Building # 8.
- c) **Concrete quotes:** Driveways # 921,937,939,985,987 will be scheduled for foam jacking yet this summer. #933 and 935 will either be scheduled for this August or next year.
- d) **Bylaws Status:** Molly has the revisions of the by-laws that the board discussed during the May meeting. She will make the revisions, and send back to the board for final approval.
- e) **Barn contract status:** This is in the final stages of being completed.
- f) **Update on NGLA Grants:** In the queue for the respite garden
- g) **Committee Update:** Bonnie has a number of volunteers willing to help with the landscaping and planting efforts around the neighborhood. There was a discussion about getting more mulch for the gardens in the common area. Bonnie will get pricing and submit to the board for final approval.

5) **New Business:**

- a) **Sprinkler system problems:** It was discovered that the electrical circuit that feeds one sprinkler zone clock had been either turned off, or it tripped. This accounts for some of the dry grass areas between 939 and 941. There is also a broken pipe on the east side of 948 that will need to be repaired. It was decided that we approve up to \$1,000.00 for the repair, but approve another \$ 500.00, if it is needed. The pop-up sprinkler head at 951 will also require repair.
- b) **Longs Peak Grass mowing:** The grass mowing and weed spraying has not been up to par. Al will discuss with the appropriate responsible parties to address some of the concerns.
- c) **Annual Meeting Planning:** Rita Gee has volunteered to bring the food items to the Annual Meeting on August 8th at the Senior Center. Thank you for the wonderful offer, Rita. An announcement needs to be send out to the homeowners a minimum of 10 days prior to the meeting.
- d) **More Tree Trimming:** Need to get a quote for trimming the tree behind 935.
- e) **ACC requests:** 934 requested that the shrubbery near their walkway and concrete retaining wall be removed as a homeowner improvement. The area will be filled with river rock and possibly ornamental grasses. All costs incurred will be the responsibility of the homeowner.

Unit 967 submitted on replacing some windows, but the ACC is still waiting for a brochure stipulating the Model and manufacturer of the window.

- f) **Homeowner's comments:** There are some dog issues that have been brought to the board's attention involving the dog at 987 and dogs at 963. This is in it's initial stages, but one homeowner has been issued a summons by the Longmont City Animal Control officer.
- 6) **Community Input:** Nothing new.
- 7) **Adjournment:** The meeting was adjourned at 8:32 PM. The next meeting will be Monday, July 11th, at 6:30 PM at John Dollar's home (Unit # 930).