

Reynolds Farm Condominium Association
Minutes recorded for the Monthly Board of Directors Meeting,
April 9, 2018 at 952 Reynolds Farm Lane

In attendance: Al Orendorff with Trio Property Management, Rick Marsh-President, Bonnie Prushnok-Vice President, Jeff Schwander-Secretary, Sue Wintersteen-Treasurer, Lynn McClain – Director, Marie Raines-Homeowner

- 1) **Call to Order:** The meeting was called to order by Rick Marsh at 6:34 PM.
- 2) **Approval of Minutes:** Minutes for the March '18 board meeting were reviewed by all board members. Sue made a motion to approve the minutes, Rick seconded the motion and the board unanimously approved.
- 3) **Changes to Agenda:** One homeowner has requested to rent their property. The 4 homeowners on the HOA Rental List that purchased their property prior to the requester's purchase date will be notified by e-mail to see if they are interested in renting at this time.
- 4) **Manager's Report:** Al Orendorff with Trio Property Management submitted the report-
 - a) **Receivables:** No updates provided.
 - b) **Delinquent Accounts:** Unit 942 was sent a Notice of Delinquency letter showing the current balance along with an option for a 6 month payment plan. If no response by April 16, 2018 the account will be turned over to legal for collection. Unit 946 was also sent a Notice of Delinquency. If no response by April 26, 2018 we will provide the owner with a payment plan option. Unit 943 has been talked to regarding their account delinquency. Statements were provided to him showing all charges and payments. Homeowner is working to update his autopay with the bank to correct. 963 also needs to correct their autopay amount.
 - c) **Financials:** Sue to move \$505.06 from operating account to barn account.
 - d) **Building 12 musty smell:** A vapor barrier was installed and should correct the problem
 - e) **Divider Wall:** There is some rotted wood on the divider wall between 955 and 957. Blake Shaw has committed to do the repair.
 - f) **Irrigation System:** GTL has started work to install flow sensors and pressure regulators on water main shutoff by 942. He will also finish work to get irrigation clocks 3 and 4 connected and functioning. This is to complete work from the 2017 NGLA grant.
 - g) **Landscape Contract:** Turf Paradise has started work for the 2018 season. This includes spring cleanup, aerating and weeding. Manny's Landscape was notified that their bid was not successful.
 - h) **Gutter Repair 935-937:** Longmont Seamless Gutters has completed this work.

Old Business:

- a) **On-going Property Repairs:**

Unit 915 Garage Fire: Homeowner has agreed to remove decking and pay for fence removal. Rick has tried to contact the homeowner to coordinate this work and has not heard back.

955 Divider Wall: Blake will complete necessary repairs.

Mailbox repair 967: Vince has fixed the mailbox.

Downspout repairs: Sue will provide a list of needed work on gutters and downspouts. Al will contact gutter companies to get bids.

Flashing at 943: Based on the homeowner's pre-sale property inspection there is some rotted wood and flashing repairs needed.

- b) **Security Camera Resolution:** The information in the Directors Handbook for the camera company was not correct. A new phone number was found and Jeff and Sue will try and contact them again.
- c) **Chimney Inspections:** Rick sent a notice to homeowners that have wood burning fireplaces regarding a need to have chimney inspections done and documented. A chimney sweeping company is to come out to the property this week for evaluation of chimney access.
- d) **2018 NGLA Grant:** Per Bonnie the 2018 NGLA grant was approved by the City of Longmont. Bonnie will need to get bids for the proposed work.
- e) **Irrigation Clock 1:** GTL to provide power specifications for running the irrigation clock off solar power. Lynnette will get two bids from local solar power companies. Al to get estimate from Xcel Electric for wiring the clock. Rick to contact homeowner at 901 to ask if we can wire into her unit.
- f) **Update on website:** Lynn provided board members with a first draft of the Newsletter. Lynn will coordinate with Al to get on the RF website.
- g) **Reynolds Farm garage sale:** Board discussed having a garage sale. It was decided we would have one on June 2nd.

New Business:

- a) **Reserve Account Interest Rate:** The Board discussed some options. We need get more details regarding banks offerings.
- b) **Deck Staining Reminder:** A reminder to homeowners in the April statement that decks must be stained by July 31st was sent. Lynn will also include this in the RF website newsletter.
- c) **New Online Accounting System:** Al will be switching to a new accounting system in May.
- d) **Sod Repairs:** We need to purchase some sod to repair areas where trees were removed. Board approved purchasing about 60 sq. ft. of sod. Work cannot be done until sprinkler system is up and running.
- e) **Tree replacement update:** Bonnie purchased a Hawthorne tree from the City's Arbor Day sale. She said she has "feelers" out for other trees.
- f) **ACC requests:** None.

- g) **Barn Report:** Rita Gee provided the board with an updated report. Unit 963 was notified of barn rules violation and given until end of April to correct. One floor space is now available but no one on waiting list.
 - h) **Other:** Lynette volunteered to apply to the city for a \$150 grant for annual meeting food expenses.
- 5) **Community input:** None
- 6) **Adjournment:** The meeting was adjourned at 7:41 PM. The next meeting will on Monday, the 14th of May at 6:30 PM, at Rick Marsh's Unit 952.