

**Reynolds Farm Lane Condominium's
Board of Directors Meeting Minutes
Monday, November 13, 2023, 6:30**

Board Members Present:

Gregg Missbach, President (2024)
Karen Ramon, Vice President (2025)
Bonnie Prushnok, Treasurer (2025)
Kristin Caldwell, Secretary (2024)
Laurie Riedeman, Member at Large (2024) - absent

Property Manager, Al Orendorff, Trio Property Management

Homeowners Present: Ben (931), Moira (969)

6:32: Greg called the meeting to order

October Minutes:

- Minutes reviewed, edits requested, approved by 4 attending board members

Additions to the agenda:

- Approving minutes
- Refining the parking
- Radon mitigation – building #13

Board Activities subsequent to October meeting: Board has approved High Grade Fencing to replace #941 fence. The work has been completed.

Manager's Report – Al:

- Financials:
 - \$30,029.39 is in the operating account as of November 13, 2023
 - \$11,358.32 under budget in operating expenses
 - \$158,740.06 is in reserves
- We have completely paid off Green Point Roofing
- The budget was discussed:
 - Unexpected expenses have come up that were not part of the yearly budget
 - Board will hold off on work that is not a safety hazard. Will start transferring \$5k into reserves each month starting in December
- 6 delinquencies of Oct. 31st (2 are 90+ days).

- Bylaws: Amended Bylaws were part of 2022 Annual Meeting but never signed. 2022 Board members will sign and will then be uploaded to the website.
- Irrigation: GTL is blowing out the irrigation system this week
- Snow removal: Turf Paradise provided a bid for snow removal.
- Building & Structure:
 - Painting buildings 5 and 11 have been completed.
 - Steps at 935 repaired
 - 919 front gate repaired
 - 913 latch repaired (by Sore Thumb for the 3rd time)
 - 931 needs better gutter drainage system
 - 931 fence replacement bids were submitted to the Board for review.
 - Board decided to hold off on this repair for the time being. Homeowners are aware.
 - 955 downspouts redirected and paint touched up.
- Fencing on eastside complete
- Parking Signs:
 - Discussion of turning Reynold Farm Lane into a fire lane. This allows faster towing for illegal parked cars on the street. Hamilton Towing / Jim Schofield will report to Al on how many signs are needed.
 - Discussion re: guest parking and homeowners having tags to give to visitors for parking. Without a tag displayed a car can be towed faster. Problems may arise if the homeowner used the “permit” for their own car in visitors parking.

Board Activities / Old Business:

- Finish Rules & Regulations – deferred to next month when Laurie is present
- Stonebridge Fence Ownership – Karen spoke to Susan, mediator with the City of Longmont. Karen also spoke to Misty, property/maintenance manager of Stone Brook is not willing to pay any money without proof. The property lines are still being researched. During the meeting Ben, #931 was able to google property coordinates. Since RFL has already paid for repairs we are asking Stonebridge to pay half of the \$6300 bill. Karen has submitted the invoice to Stonebridge. Now we wait for a response.
- #931: Repairs for the fence are being put off for now but Al is getting bids to fix the gutter issue. This will be quite extensive as cement will need to be cut.
- Snow Removal: Board discussed difference in 2022 contract and 2023 contract. Karen motioned to approve. Bonnie 2nd. The board approved contract 4-0.
- Building #13 Radon mitigation: Board and homeowner discussion of exactly what is expected from a inspection. Al will get someone out to be sure the plastic barrier placed under the building some years earlier is undisturbed.

New Business:

- Rental Unit update: 8 units are rentals. AI is contacting the RFL owner/landlords. They are being contacted for updated contact information on their renters and affirming that the renters have been given a copy of the Rules and Regulations as required by the Bylaws.
 - Only 12 units are allowed to be rented in the RFL community according to the bylaws
- The board discussed how to collect the \$1710 in HOA dues built into the annual budget and approved. We decided to draft a letter explaining to the homeowners what this expense is and why we are justified in collecting it. The letter will give them a choice to pay the \$30 in 1 lump sum or spread out and send an extra \$5.00 each month from January -June. Moira has volunteered to draft the letter. Thank you, Moira.
- Kristin asked for better communication from the Board between meetings. Lack of communication leads to projects not being approved and homeowners feeling like their issues go unheard. Kristin also asked for the minutes to be approved faster so they will be posted faster. The Board wants to edit and approve minutes at the following month's meeting. The Board approved putting approved minutes in the library until the bulletin board is fixed.
- #969: The front patio fence is rotting, caving in, and black. The posts are fine, the rail is rotting. Since this is not a hazard the Board has agreed to put this repair off until July.

8:29 – Gregg motioned for the meeting to be adjourned. Karen 2nd it.
Meeting adjourned!!

Executive meeting held directly after the monthly meeting.

Next meetings:

- Monday, December 11th at 6:30
- Monday January 8th at 6:30
- Monday February 12th at 6:30