

Georgetown on the Park HOA Board Meeting

When: Tuesday, June 19, 2018, 6 pm

Present: Brenda Norris, Becky Nyman, Boyd Rollins, Brett Walker, Brenda Wilson

Absent: Jane Loftus, Bill Bodily, Rich Wells

(All action items are reflected below in **bold**.)

- Welcome
- June 6 HOA board minutes – Brett-motion /Becky-second- all approved
- CC&R review—any questions?
 - Exhibit C changes (**Brenda N. to report to Tyler**)
 - **Exterior wall finishes responsibility of owner**
 - **Roof repair and replacement responsibility of owner**
 - Easement question (Boyd) about taking care of driveway for two limited plat properties
 - **Brenda N. to locate attorney response and provide to Boyd to clarify, align with limited common areas (such as front steps in other units), any additional cost to resolve this would be at Boyd's expense**
 - **Question on jurisdiction over shared fences, backyard improvements, and fences that connect to common area still needs to be addressed by attorneys (Brenda N. has passed it to attorneys)**
 - Brenda moved to accept CC&Rs as is with the exception of the review questions above. Seconded by Becky and approved. Final answers for issues above will be circulated to the board via email for final resolution.
 - Process for homeowner review to include a letter from the attorneys with a
- Clarifying question about fence between common area and LDS Church—**who's property is it on (Becky to check with Dave Gardner)**
- Review of outstanding action items
 - Propose clarifying pool rules (food allowed, clean up after yourself, etc.) in next newsletter (**Brenda N. to draft**)
 - **Brett to pull clubhouse garbage cans to the curb on Wednesday nights and hand-off to another board member if out of town (start with Boyd)**
 - **Becky to call TPM about having city pick up 2 extra cans (1 recycling and black can)**
 - **Brenda N./Brett to develop letter to homeowners on spring walkaround issues**
 - Becky provided John Curtis with contact to repair garage door—will readdress in the walkaround notice to be sent
 - Other items updated in that document
- Community update newsletter review
 - Keep it short—even shorter than the first one
 - Try to make it more friendly/familiar from owner/occupant point of view
 - Convey a positive tone, more advanced notice where possible
 - Get pictures of before/after, make font bigger and more legible

- Next newsletter
 - Brenda N. proposed another issue
 - Update on landscaping (shrubs, sprinklers, CC&R near final and coming soon)
 - Pool update (having food away from the pool and cleaning up after yourself)
 - Lawn signs
 - Spring walkaround update (make sure we give people enough time to get things done, September 30th)
 - Ask for confirmation of receipt and preference (email vs. letter)
 - **Brett to update database, confirm who is opening, and communicate with those who are not**
 - Consider doing this quarterly soon
 - Website timing tied to new CC&Rs
- Other items
 - **Brett to get a “pool closed” sign for maintenance**
 - **Becky to explore hiring a pool person**
 - Who has the key to the outside shed? **Becky to check into that and get us a key.**
 - **Brenda N. to get clubhouse keys for all board members.**
- Cleanup day update
 - 6/16 cleanup was successful (Zwicks, Watanabe, Raines, Nymans, Lowmans)
 - Clubhouse was thoroughly cleaned
 - Pool area shrubs
 - Boyd/Scott Nyman address multiple sprinkler issues
 - Multiple landscaping issues were addressed
- Landscaping issues addressed
 - Boyd met with Luis on timing box issues, sprinkler settings, dry spots, etc.
 - Boyd putting flags out where issues remain
 - Discussion about how much detail Luis is tracking and reporting (based on April statement)
 - **Brenda W. to coordinate with Jane on Provo City maintenance of sycamores along parking strip and Dave-E-Tree maintenance of trees in other common areas**
- Facilities
 - **Brenda W. to coordinate with Jane to confirm city maintenance of underground utilities and any easements**
 - **Architectural control committee formed (Brett, Becky, and Brenda W.)**
 - **Brenda N. to send Utah state guidelines for HOA committee performance**
 - Kerr fence/deck issue okay to delay a bit while waiting for response from attorney
 - Explore a new property management vendor—Brett sent contacts to the board
- Assessment
 - A few issues raised by owners/occupants about timing of assessment notices

- **Brett to propose a 3-5 year planning framework based on historicals as a starting point for a bigger discussion**

Adjournment

Adjournment by unanimous decision.

Next meeting on 7/17

New Business

Next agenda (topics that were briefly referenced—to be reviewed by President before formalizing next meeting agenda)

- 3-5 year master plan framework (Brett)
- Assessment guidelines
- Property manager review