

Georgetown on the Park HOA Board Meeting

When: Tuesday, June 19, 2018, 6 pm

Present: Brenda Norris, Becky Nyman, Brett Walker, Jane Loftus, Rich Wells, Armida Cervantes, Brenda Wilson

Absent: Boyd Rollins, Bill Bodily

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

- Welcome
- 6/19 minutes, motion to approve – Brett, second – Jane, unanimously approved
- Discussion of new CC&Rs
 - Brenda N. raised question of whether we're ready followed by discussion
 - Would like to explain the process in our July newsletter
 - Motion to approve final draft to send to home owners – Jane, second – Becky, unanimously approved
- Financial review
 - **Jane needing notice of reserve balance ?** TPM packets made available to Jane. Reserve is in a savings account, separate from our checking account.
 - Rich distributed budget update and reviewed recent invoices
 - Wading pool shut down for 2 days due to imbalance in chemicals because of food. **Restate in July newsletter.**
 - Becky mentioned that the light in the wading pool still needs repair. Brett mentioned that one of the lights in the pool was on during the day despite the photo sensor in place.
 - Review of late dues and status.
 - Jane reviewed reserves update. Thinks we need board review. May need community input on priorities. Consider reserve studies from other communities. Rich mentioned there's no clear recommendation on amount of reserves.
 - We are legally required to have a reserves study on file. Due every six years. We are overdue—needs to be done by end of year.
 - Need to get clarity on what's covered in reserves—Rich says large ticket items such as common areas
 - Asphalt
 - Clubhouse and pool area
 - Common concrete
 - Landscaping, sprinklers
 - Main water line (**Brenda W./Jane working to confirm if this is covered by the city**)
 - **Rich to send board a copy of previous reserves study**
 - **Revisit the issue in August**
 - Current balance is \$21, 049.01

- Jane reviewed our 3-5 year plan process. Recommends asking the community what we're lacking. Current distribution of ownership provided.
 - 19 Owner Occupied
 - 6 Part time
 - 12 Rentals
- **Mention responsibilities of owners to notify HOA of rental requirements in July newsletter, include mention of new Provo City guidelines**
- Brenda N. mentioned we should review HOA rules at least once a year
- Discussion about when we fine, whether we issue notices, covering items in the HOA newsletter regularly, etc.
 - Consider amending rules with a "warning" column then a fine column
- Rich reporting on list of outstanding items assigned to TPM
 - **Brett to get a strip and repair the clubhouse vinyl**
 - **Becky to get new furnace filter in clubhouse. Rich to schedule regular replacement.**
 - Brenda W. asked if we can monitor who's key fob accesses the pool. Rich said we could with a computer.
 - **Rich to get pool gate to close solidly—doesn't always latch and alarm hums**
 - **Rich to send letter to Griffith on garage door requirements**
 - **Rich to check garage coach light sensors on section where the Nyman's live**
 - Discussion about pool equipment shed—bids provided. Brett raised question of which budget category this would come from or from cash on hand? Group opinion was we should do this in 2018.
 - Brenda W. proposed that we get an itemized bid. Motion to move forward and vote via email – Brenda. Second – Becky. Approved.
 - Discussion about fixing siding on Brenda W.'s unit. **Rich to reach out to installer.**
- Discussion of legal invoices (totaling \$11,378.15, which appears to be double or more what we thought we would owe)
 - Invoice #2359 in part reflects action by Brett Walker representing homeowners both by proxy and in attendance - detail isn't conclusive but amount may be \$1,153
 - **Itemization needs to be clarified—TMP (Armida/Rich) to reach out to attorneys**
 - Brenda W. brought up that our contract has a set rate of \$200—need to confirm
 - Question is whether we charge or how we charge an owner or other party to cover certain legal costs
 - Need clarification about prevailing party obligations
 - Ask what our attorneys are running well over agreed upon budgets
- **Brett to propose revised pool rules via email and board to provide feedback**
- **Brett to provide matching paint colors based on paints available from Lowe's and Home Depot**
- **Brenda to include Provo City renter letter in next newsletter**
- Becky reported that shrubs are in. Asked for feedback on who we use to plant the bushes.

- Becky went to community development building. We are zoned “R2PD”—a single family multi-residential development. Because of this, owners can do what they’d like with their backyards provided they get city approval of plans and permits. There are easement requirements. Our ACC cannot be more specific. We can require owners to submit approved plans and permits to ACC before beginning construction.
- Jane suggested that we **add language to newsletter on guidelines for submitting plans to ACC.** www.code.provo.org
- Becky reported Davies Tree maintained our trees. Removed broken tree by Richards unit.
- **Everyone to respond via email to outstanding action items**

Adjournment

Adjournment by unanimous decision.

Next meeting on 8/21 6:00 pm

New Business

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

- Review HOA rules
- Board follow up on spring walkaround letters and owner repairs
- Boyd/Bill as board members