

# 2019 ANNUAL MEETING MINUTES

Fountain Greens Master Association, Inc.

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April 27, 2019 | 5:30 p.m. at 640 Belford Avenue. | Meeting called to order by Mark Shoberg, Bray HOA

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## In Attendance (Board and Management)

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Steven Spydell

Mark Shoberg

John Confrad

Savannah Kohagen

Hermie Fox

Karen Taylor (Newly Elected)

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## Notice of Quorum Achieved

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With 30 proxies received and 28 homes present, it was announced that quorum had not been achieved. With this in mind, Steven Spydell called for a Special Meeting.

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## Introductions

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Mark Shoberg introduced himself as the Community Association Manager with Bray HOA Management and Savannah K. as one of the Assistant HOA Managers with Bray HOA.

Steven Spydell introduced himself as the President of the Board of Directors and announced that he will be stepping down from the Board.

John Conrad introduced himself as the Vice President of the Board of Directors and encouraged members to volunteer to serve on the Board.

Hermie Fox introduced herself as a member of the Board of Directors. She reminded that community that the Association is primarily only involved with irrigation. For this reason, the job is not too demanding. She encouraged members to volunteer for the Board.

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## Approval of the Previous Years Minutes

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The present homeowners reviewed the previous years' minutes.

Motion: Steven Spydell

Second: John Conrad

There was a majority vote by the present owners to approve the previous years' minutes.

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## Discussion on Upcoming Projects

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### **Completed Projects/Close to Completion**

#### **1. Common Area Lights**

The photocell lights went out and they have been changed to LED.

#### **2. Irrigation Repairs**

There have been several repairs on the irrigation system. This is an ongoing project.

#### **3. Ongoing Tree Removal Project**

About two years ago, a tree was removed that was infringing on the HOA's fence. The problem was, there was no plan in place to fix the fence and landscaping after the tree was removed. A plan is in place and the project is almost complete.

#### **4. Management Change**

The biggest change that took place this year was the change in management. When the Dake's made the decision to step down, the board researched and obtained bids from multiple managing companies. They ultimately decided on Bray HOA Management.

#### **5. Association Webpage**

One of the benefits of choosing Bray was the website they provided. The Fountain Greens Master Association's website can be found at [www.brayhoa.com](http://www.brayhoa.com). It is updated on a regular basis as needed. This is a great resource to look for: community updates, governing documents, meeting minutes, insurance info, etc.

#### **6. Error in Reoccurring Bill**

Reoccurring bills are paid by the managing company without notice, while larger bills and projects are run by the Board first.

When reviewing the monthly expenses, Steven Spydell (HOA President) found an error in the GVP bills. The Association has been paying for a couple of the Hamlets meters and a couple other meters that are not necessary (they are now battery powered and don't require electricity). Although no electricity was being used, the Association was paying a base charge for the presence of the meters. In short, 5 meters at \$28 per month are going away.

A few members requested that we ask Hamlet to reimburse us for the cost of their meters. Bray will draft a letter and get approval from the Board before sending it.

It was also recommended that we reach out to Grand Valley Power to see if the Association can get any money back. The problem is that there was also two other meters that the Association was not being charged for, but should have. For this reason, it was decided not to reach out to GVP.

Note: Bray HOA sends the Board of Directors a monthly financial packet for review.

## **Ongoing Projects**

### **1. Critical Parts for Pump**

The Board decided to purchase critical parts for the pump in case of an unexpected problem. These parts will be stored at WD Yards. A memorandum of understanding needs to be drafted and signed by WD Yards (that they will be storing the parts until needed).

### **2. Picnic Bench Replacement**

A bench near the pond area needs replacement. It has been weathered by the sun and is sharp in areas due to it falling apart. Bray and Board will look into replacing the bench.

### **3. Fence Policy**

The Board and Bray will work to draft a fence policy that will provide details on the Association's fencing. It will provide procedures for damage to the fence as well as restrictions of vegetation on the fence, etc.

### **4. Pond Pump Failure**

The main pond pump has failed again. It has been pulled and sent back to the manufacturer. Unfortunately, it is no longer under warranty but it will be repaired and placed back in the pond in the next week. A full repair will be executed in the next couple of months.

### **5. Reserve Analysis**

Two years ago, a Reserve Analysis was completed. It is highly important that this is regularly updated (benches, pump parts, etc.).

### **6. Landscape Issues with Neighbor**

An owner was concerned about the landscaping off of G Road on the left side of the street. It was determined that this area is not the Master Association's or any Association within the Master's land. A couple ideas were presented:

- With the owner's permission, hold a volunteer cleanup day.
- Make a formal complaint to the city

### **7. Weed Abatement Near Fence**

The area between the HOA's fence and the sidewalk may need to be treated. Steven did confirm that WD Yards does put herbicide down, but Bray will reach out to them to confirm they will get it taken care of.

### **8. Snow Removal**

A member stated that snow removal needs to be completed all the way to the end of Fountain Greens Blvd. The sun does not shine there and it creates a lot of ice. The problem is that this entire area may not be the Master's land to maintain. Bray will reach out to the vendor to ensure they do the appropriate section and touch base with The Hamlet and Patio Homes to ensure that someone is maintaining their sections.

## 9. Pond Dredging

The HOA sounds the pond every two years in order to see if dredging is needed. The pond was last sounded in November of 2017, so it will be done again in the fall of 2019. There is \$80,000 set aside for this project in the Reserve Account for when this is needed.

A flow control valve was installed so that the pond only takes water from the ditch as needed. This way not as much silt will come through the system which will hopefully reduce the amount of pond dredging needed in the future.

## 10. Governing Document Updates

The Association's documents may need to be updated for any laws that have changed. Bray HOA will work with the Board in order to decide what needs updating.

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## Budget

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There is a large amount of money in the operating account. Steve explained that the critical pump parts have not yet been paid for (about \$21,000).

There are multiple Reserve CDs that mature at different times. Bray will reach out to Alpine and tell them to not automatically renew them. As they age, Bray and the Board will look into higher interest accounts.

There was a call to approve the 2019 Budget.

**Motion:** Barbara Cotting

**Second:** Judy Brock

There was a majority vote by the present members to pass the budget.

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## Elections

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Steven Spydell formally announced that he will be stepping down as President of the Board.

Steven Spydell appointed Jon Conrad as the President of the Board of Directors.

Jon Conrad appointed Hermie Fox as the Vice President of the Board of Directors.

Karen Taylor volunteered to serve as a member of the Board of Directors.

Motion: Karen Taylor

Second: Steven Spydell

There was a unanimous vote by the present members to elect her.

With no other volunteers, the election was closed.

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## Adjournment

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With no further business to discuss, Mark Shoberg called for a motion to adjourn the meeting.

Motion: Steven Spydell

Second: Numerous Owners Seconded

All members were in favor. The 2019 Annual Meeting was adjourned.

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Signature

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Date