

Three Fountains Corporation
Board of Managers Meeting
May 23, 2017

President: Jeff Rickard
Treasurer: Kathy Mehlmann
Member-at-Large: Cassandra Rocha

Vice President: Barbara Florey
Secretary: Barbara Griswold

The meeting was called to order at 6 pm. There was a quorum present. Barbara Griswold was absent and Kathy Mehlmann stood in as her proxy. Jeff Rickard asked that Abby Marsh take the minutes for the evening.

A. Homeowner's Forum:

Mr. Serotta asked the approximate number of rentals on the property. It is at 15 and he expressed a concern that it would go up.

Marie Prentiss asked if this number has gone up in recent years (within the last 5 or so) and yes they have.

B. Approval of the Minutes:

1. A motion to accept the minutes of the April 25, 2017 meeting was made. It was seconded and approved.
2. In a correction of the agenda, there was not an executive meeting held on May 22, 2017, but rather an open meeting to discuss the parking issues. Jon Florey, owner, of Parking Authority Company was a guest explaining what his company can provide.

C. Updates and Reports:

1. Treasurer's Report given by Kathy Mehlmann

- a. The Board affirmed via e-mail that Dix Barrett and Stiltner be retained as the Auditors for 2017.
- b. Status of funds:

Cash in bank (Operating Account)	\$ 191,835
Cash in bank (General Reserve)	\$ 137,650
Investments (Capital Improvement)	<u>\$ 905,731</u>
Total Cash	\$1,235,216
- c. The rest of the report accounted for Accounts receivable and year to date variances in the operating account which is in an unfavorable position.
- d. The full report is in file
- e. A motion was made to accept the Treasurer's report subject to audit and it was approved by the Board.

2. Property Manager's Report

- a. 3238 patio has trip hazard issues and needs to be replaced. Funds to come from the sidewalk line item. Two bids were received: \$3,566 from On-Site Concrete and \$3,352 from Construction Rivers. Rather than obtain a third bid

the Board voted to move ahead with Construction Rivers due to safety concerns.

- b. Ratify the 3290 sky light issue
 - c. The Board approved an agreement regarding fees and interest towards having a lien released which would be in 30 days upon settlement.
 - d. 3352-3354 a large tree between two units has a planter ring of bricks that the previous owner installed and is not going to be maintained by current owner. Chris referred to Landscape Committee for recommendations which are as follows: remove the bricks, lower the dirt around the tree and mulch the entire area. There is no irrigation currently in the space. The Board approved the recommendation.
 - e. 3384 approval of new garage door
3. Finance Committee report given by Mimi Karsh
- a. The full report is on file.
 - b. Jeff raised question: Is there a need for every contract over \$5,000 be reviewed by the Finance Committee, especially when coming from same vendors, i.e. asphalt, roofing, insurance, concrete, etc. The rules indicate the vendor companies that need to be reviewed on regular bases every so many years. A homeowner suggested that a good business practice is to review contracts every three years. The Board approved this approach. It was suggested that the schedule be staggered. Kathy asked Chris to double check that we had identified all contracts over \$5K.
4. Landscape Committee – report distributed by Katy Conroy to the Board.
- a. Lane entrances: 12, 1, 2, 3 and 4 have been addressed. Lane 11 to be considered later in the year. Also addressed were the 3399 area and the area in front of main fountain.
 - b. With regard to questions by Homeowners who have issues with grass, or lack of, in other common areas: How are these to be handled? It was suggested that the Committee be advised of these and perhaps some solutions as well as further conversations with Keesen. It was stated that Landscape Committee resources are primarily for special projects.
 - c. Question/comment if homeowner wanted to pay for any work done: They should go through the Landscape Committee and should be discouraged in paying for anything in the common area.
 - d. Full report on file
5. Pool Committee – report given by Kathy Mehlmann for Barbara Griswold
- a. Pool passes were distributed during 3 different time slots in the last couple of months.
 - b. 116 units were picked up and 5 others made other arrangements with Barbara.
 - c. Pools open 5-26 after 4 pm
6. Activities report given by Jill Wisehart

- a. Brunch to be held on June 24th and she encouraged people to reach out to others and to come. Reservations due June 16th.

7. Nominating Committee – Jeff indicated that a chair is needed, soon

D. Unfinished Business

1. From April meeting a question was asked about having a “garage sale” in the clubhouse. As a follow up, the answer was no.
2. Parking Issues: Summary was given of the open meeting of May 22, 2017 of which Jon Florey was a guest.
3. Many people voiced their concerns and opinions.
 - Issues are involving people within the complex not from other areas
 - Garages used as storage areas, so people are parking in guest/visitor spaces
 - Everyone has received/signed off on the rules and regulations regarding the parking and so should be aware of situation. However, renters may not be receiving this from the owners.
 - Concern that the quality of the community will look like an apartment complex
 - Renters who have more vehicles than the 2 car garages hold
 - Conduct a survey
4. The resolution that was written in 2006 needs to be studied and perhaps redrafted to clarify definitions and checked with our lawyer for accuracy. Several people volunteered to work with Barbara Florey on this project: Peter Kandel, Kathy Mehlmann Debra Rickard and Cassandra Rocha. More may join this study group.
5. The Board made a motion to work with Jon Florey’s company and it was approved.

E. New Business

1. Personal Security: Jeff gave an update and indicated that people were entering through the side doors off the patio to get into the garages. Beyond locking all doors, he suggested that a door blocker was available. Kathy also mentioned that Home Depot and Loews have an electronic device that can be easily connected to the garage door opening mechanism.
 - a. Suggestion was made to have more police presence to patrol the area any time of day or night
2. LCM Update
One of the services they offer is to have e-mail notification of individual homeowners’ account with LCM and to be apprised if there are payment issues as well as when payments post to the account. A motion was made to the board to accept this practice and it was approved.

The meeting was adjourned at 7:35 pm with the next meeting being June 27, 2017 at 6 pm.

Respectfully submitted – Abby Marsh

THREE FOUNTAINS CORPORATION

Informational Meeting of the Board of Managers

May 22, 2017

President: Jeff Rickard
Treasurer: Kathy Mehlmann
Member at Large: Cassandra Rocha

Vice President: Barbara Florey
Secretary: Barbara Griswold

The Meeting began at 6PM.

Jon Florey from Parking Authority was invited by the Board to return to review with Three Fountains Board and homeowners what his company can offer to aide in enforcing the parking restrictions. If the Board votes to hire his company, Three Fountains Board would choose what procedures Parking Authority would implement.

Barbara Florey discussed her concerns about multiple vehicles that cannot fit into the garages of tenants being parked in guest parking. Many of these vehicles are parked for lengthy periods of time. She is aware of one abandoned car parked in guest parking and one to two oversized trucks that extend into the lane.

Jon asked about our regulations in parking. He was told that all the parking at Three Fountains is guest parking. He mentioned having worked with Chris Fox, Three Fountains Property Manager, in the past and applauds Chris's efforts to place fliers on cars parked illegally. John is aware that Chris was threatened by a homeowner and states that his company is trained to deal with difficult situations. In looking at our restrictions, Jon felt that a grey area was "Inoperative, abandoned, unregistered or unused vehicle" shall mean any vehicle which has not been moved under its own propulsion for a period of one (1) week." Rules and Regulations III - II B p. 14-16.

Jon can implement a 24 hour/ 7 day a week / 365 day a year program down to a call in only program. They can give warnings, tickets with fees that would progress to towing if there is not a response to previous methods. Tickets are \$75.00 and the impound lot is \$220 the first day and \$30 each day after that.

There would be no charge to Three Fountains by Parking Authority for their services. Their money is made from tickets and impounded cars. With the 500 clients that they have, 10 -12 cars are towed per day. Three Fountains would sign an agreement with Parking Authority. They follow the Public Utility Commission rules. Parking Authority would change our signs to represent themselves free of charge. The parking company represented on the signs at lane entrances now no longer offers this service.

Homeowners wondered about Three Fountains changing our own signs to include different wording that would help to encourage compliance to the rules. Jeff stated that it was looked into by the Board last year and it was very expensive.

The meeting ended at 7:10PM.

Submitted by Barbara Griswold, Secretary

Landscaping Committee Report

for

Board Meeting 23 May 2017

Status Update - Lane Entrance Enhancement Project:

Keesen began work on Monday 22 May as planned. As of the afternoon of 23 May, placement of decorative boulders and planting of 3 Fountains “signature” flowers and shrubs at lane entrances 12, 1, 2, 3 and 4, the base of fountain in lane 1, and the corner of Pontiac & Girard was on track to be finished by the end of the day. Weather permitting, the job will be completed before the end of this week. After we receive the final invoices for this work, we will determine if we have enough money to complete lane 11 this year. We are waiting for a proposal from Keen for installing lights in front of the fountain at lane 1.

The Committee continues to hear and investigate homeowner requests for attention to specific areas of the Community’s common elements ; e.g., dead grass, bare dirt areas, dead or sick shrubs, etc. Not surprisingly, most of these reports pertain to pieces of ground immediately adjacent to the reporting homeowners’ units. We welcome and appreciate the interest and pride in the Community that homeowners are demonstrating by making these queries. And we request guidance from the Board in how to respond to them.

We suggest the Board adopt the following policy for prioritizing individual requests:

HOA resources be devoted first toward work/projects that benefit the Community as a whole, rather than those benefitting only one or a small number of individual homeowners.

Because without water there is no landscaping except xeriscaping, there must be already-established and readily available water at the site of any requested work that includes planting or maintenance of vegetation.

Any decisions are of course left to the Board. It is our recommendation that the question “Is there water in the area?” always be asked before any decision to grow anything in a given spot is made.

23 May 2017