

THREE FOUNTAINS CORPORATION

Board of Managers Meeting

June 27, 2017

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

Vice President: Barbara Florey
Secretary: Barbara Griswold

MINUTES

Call to Order /Establish Quorum - 6PM - There was a quorum present.

A. Homeowners Forum

Homeowners wanted to discuss landscaping issues, ventilation and dirt spots in this forum because they had individual concerns about their property. A limited account will be made in this area with further information in the Updates and Reports, Unfinished Business, and New Business.

1. Marjie Clark - She wanted to thank Toby for using leftover parts to illuminate fountain #2 in front of her unit. Homeowners that were present agreed that it is beautiful and are very grateful to him.

2. Becky Richmond - Due to the amount of money that they are paying monthly to Xcel and their unit is still very hot when they use the air conditioning, they called Xcel out to do an audit. They were told that they have no attic ventilation and very little insulation. She wanted to ask the Board about the findings from the ventilation specialist that came out to evaluate Three Fountains ventilation. She has been in touch with Chris and he has been very helpful. Jeff told her that the evaluation from the specialist has not come back but that the Board is aware that end units especially those with a two level roof have less ventilation.

3. Abby Marsh - She is concerned about the plants that have been moved on Lane 3 and 4 to accommodate the landscaping plan because now they are not receiving water and are not thriving. Plants are to be moved on Lane 11 in July for the same reason. These were planted by residents and there is fear that they will die when moved this time of the year. Barbara Florey said that Keesen can only move them now due to their busy schedule and she will check about water availability and let Abby and her neighbors know when the plants are to be moved.

4. Irene Carlow - 6985 and 6983 have branches from a maple tree and a pine tree that are laying on the roofs. She asked about trimming these trees to correct this problem. Keesen doesn't do tree trimming high off the ground and there is no budget to have it done professionally but the crew can trim the branches that are causing this problem.

5. Terril Young - 3352 has a large dirt spot in front of their unit. She requested that it be fixed soon. Barbara Florey, speaking for the Landscaping Committee, talked about the many dirt spots on the grounds. The committee has a list of priorities, as money becomes available, that will benefit the most homeowners first. This area is not at the top of that list but the Board is aware of the need. Terril Young offered to pay the estimated cost of \$571 for the area in front of her unit.

B. Approval of Minutes

1. Open Board Meeting - May 22, 2017 - approved
2. Board of Managers Meeting - May 23, 2017 - approved

C. Updates and Reports

1. Treasurer's Report as of May 31, 2017

Status of Funds:

Cash in Bank, Operating Fund

\$ 219,068

Cash in Bank, General Reserve Fund	\$ 158,390
Investments, Capital Improvement Fund	\$ 913,605
Total Cash	\$1,291,063

Accounts Receivable:

Assessments Receivables	\$ 53,715
Decrease due to a payment received on a property in receivership	

Income:

Assessments	\$ 84,692
Late Charges / Interest	\$ 369

MAJOR VARIANCES (YTD) FOR CURRENT MONTH REPORT:

All budget variances are at or near budget with the following exceptions:

- 1.500300 - Building Maintenance exterior - actual \$3,897 - budget \$1,600, unfavorable variance (2,297). Special work had to be done on a garage roof.
- 1.720705 - Lanes / Sidewalks - actual \$781 - budget \$4,000, favorable variance \$3,219.
- 1.800300 - Water and Sewer - actual \$27,981 - budget \$21,615, unfavorable variance (\$6,366).
- 1.900700 - Insurance - actual \$39,562 - budget \$35,000, unfavorable variance (\$4,562) due to change in carrier.
- 1.901101 - Income Tax - actual \$5,000 - budget \$1,460, unfavorable variance (\$3,540), estimated tax over payment will be applied to current year tax obligations.
- Total Salaries - actual \$99,472 - budget \$105,053, favorable variance \$5,581.
- Operating Account overall unfavorable variance (\$1,121).

AGING REPORT:

1 account is over 60 days, 3 accounts are in collection. All other accounts are current. In May the Board voted unanimously via email to approve a collections payment plan for unit 0196.

The Treasurer's report is unaudited. The Treasurer's report was approved.

2. Property Manager's Report

- 1. Chris talked about the need to renew ongoing contracts for Three Fountains to get bid comparisons. Due this year is B&M Roofing, Foothills Asphalt, Denver Janitorial Services, Verizon, and Henderson Insurance.
- 2. Chris has an article in the newsletter regarding the responsibility for light bulb replacement for homeowners.
30 day work orders:
- 3. 3336 - received May 2, 2017 - repair the garage side door jamb - not completed
3238 - received May 5, 2017 - repair or replace side door and paint - not completed
3390 - received May 19, 2017 - fence light won't go out - not completed
3283 - bush was removed
3298 - an iron door was installed on the side door to the garage
6901A&B - plantings to replace dead shrubs that were removed - cost \$318.88 - approved unanimously by the Board

- 3. Finance Committee - Irene Carlow said that no meeting was held in June and that Mimi Karsh will schedule a July meeting.

4. Landscape Committee

Refurbishing and planting of all lane entrances along Oneida, including Lane 11, are scheduled to be completed by mid-July. Keesen agreed to reduce their original estimate for Lane 11 and when that project is completed and the invoice is paid, the cost will be \$ 0.17 over budget. As requested, the Committee reviewed Keesen's recommendations

for reviving the many bare dirt and distressed grassy areas throughout Three Fountains. Consistent with the Committee's recommendation to the Board in May, they prioritized the areas that benefit the community as a whole, and communicated those priorities to Keesen. As of this date, the Committee doesn't have firm costs for reviving the defined areas. Until those figures are received, the Committee requested of the Board to authorize a specific spending limit that may be applied during the remainder of this season to address as many areas as Keesen can fix for that specific amount. Jeff declined to consider this request at this time. Keesen identified 5 locations where at a cost of \$750, they can make simple adjustments to the irrigation system in order to address some dry areas where the grass is beginning to die. The Board voted unanimously to approve \$750 to Keesen for this purpose.

Keesen submitted a bid for landscape enhancement services. It is \$53,695.00. This bid covers removal of dead sod and replacement, rock and edging, shady seed mix, flowers, installing a timber wall, and aeration to specified areas. This bid is only for the mud areas.

5. Pool Committee

1. An incident arose where a renter applied for a pool pass and found out that the owner had already gotten it. Jeff checked with Kim, Three Fountains attorney, explaining the specifics and she said " I did not find any specific language in your Declaration, Bylaws or Rules addressing this issue. Section 10.2 of the Bylaws essentially says that the ownership interest in the general common elements cannot be separated from the unit, and are leased as part of the unit."
2. During a party of a homeowner, one adult was supervising children in both pools and another homeowner felt that was not enough supervision. The rules state that there is no lifeguard on duty. The revised rules from April 23, 2012 state: 3.a. All family members or guests under the age of 14 using the pools shall be sponsored and accompanied by a Three Fountains owner or occupant over the age of 18 with whom they reside, or by a non-resident family member or responsible adult over age 18 who must be present for the duration of their pool use."
3. A group of people had beer bottles and cans, wine bottles and were smoking. All of this is prohibited. Jeff will talk to the people responsible.
4. A group of adolescent boys were seen throwing lawn furniture in the pool. Each homeowner or renter has signed a Resident Signature Page attesting that they have read, understand and agree to abide by the Three Fountain Pool Rules and that they will take full responsibility for all use of the pool areas for themselves, their family, and their guests. Pool rules are in the Three Fountains directory as well as online @ www.threefountainshoa.com and are posted both inside and outside the pool entrances.

6. Social Committee - The Social committee was unable to attend but sent a report regarding the summer brunch that was held Saturday, June 24, 2017 from 11 - 1:30. The vendor was Eddie Merlot's Steak House. Erika Hammond and Linda, her roommate live at Three Fountains and work at Eddie Merlot's. A chef was on site and the two women and the Social Committee produced a fabulous meal. Breakfast sweets and pastries were brought by attendees. 96 people rsvp and approximately 80 people attended. The Board had budgeted \$1647.50 for social events and that is what was spent.

D. Unfinished Business

1. Parking - 75 residents responded to the Parking Survey. The committee is evaluating the information. They will be considering who is a guest and who qualifies as a part-time resident. They will be considering oversized vehicles that don't fit within the spaces.
2. Keesen estimates to fix dirt spots - This was addressed in the Landscape report.
3. 6901A&B - This was addressed in the Property Manager's report.

E. New Business

1. Pool passes to owners vs renters and complaints of behavior at pools - This was addressed in the Pool Committee report.

2. Motion detectors at lane entrances and individual units - Lane 5 has put up some solar powered detectors. They have not been approved by the Board. General guidelines need to be established by the Board regarding type and what is esthetically pleasing. A newsletter article will be forthcoming. An architectural request will be needed with photos for Chris to evaluate. Cameras at Lane entrances will be considered in the future.
3. Roofing ventilation - Jeff talked to B&M Roofing and they stated that they have increased the ventilation with ridgeline ventilation. The end units did not get as much ventilation due to there not being as much space caused by the configuration of their roofs. If the roofs don't pass code then B&M has to fix the problem. Three Fountains also had an engineer evaluate the ventilation before B&M started the roofs. All roofs have passed code however the Board is aware that there is a problem for homeowners in end units. The Board is waiting for the evaluation to come back from the ventilation inspector who toured the roofs being completed and the roofs already done. A homeowner suggested that a building permit could be viewed online so that the Board could view Three Fountains status on replacement roofs. Chris tried to get this information online and was unsuccessful.

Submitted by Barbara Griswold, Secretary

Meeting adjourned at 7:39PM

Next Board Meeting July 25, 2017 @ 6PM

Landscaping Committee Report

for

Board Meeting 27 June 2017

Status Update - Lane Entrances Enhancement Project

Refurbishing and planting of all lane entrances along Oneida, including lane 11, are scheduled to be completed by mid-July. Keesen agreed to reduce their original estimate for lane 11 and when that project is complete and the invoice is paid, we will be \$ 0.17 over budget for 2017.

As requested, the Committee reviewed Keesen's recommendations for reviving the many bare dirt and distressed grassy areas throughout 3F. Consistent with our recommendation to the Board in May, we prioritized the areas that benefit the community as a whole, and communicated those priorities to Keesen. As of this date, we don't have firm costs for reviving the defined areas. Until those figures are received, we request the Board tonight authorize a specific spending limit that may be applied during the remainder of this season to address as many areas as Keesen can fix for that specified amount.

As an example, Keesen identified five locations where at a cost of only \$750, they can make simple adjustments to the irrigation system in order to address some dry areas where grass is beginning to die. Many other areas will need attention in the near future and, of course, any work depends on budget priorities and approvals by the Board.

23 June 2017