

# THREE FOUNTAINS CORPORATION

## Board of Managers Meeting 26 July 2016

President:	Abby Marsh	Vice President:	Jan Hiatt
Treasurer:	Jeff Rickard	Secretary:	Kevin Haight
Member at Large:	Kathy Mehlmann	Assistant Secretary for Recording:	Katy Conroy

### Minutes

#### Call to Order / Establish Quorum, 6PM

Comcast account representatives, Sean Hofer & Drew Brockmeier, presented options for the Board to consider if they choose to renew the Three Fountains/Comcast agreement which expires 5 March 2018. The Board agreed to consider all options at a future date. No action taken at this time.

#### A. Homeowners' Forum / Questions

A homeowner suggested the Board consider some type of 'thank you' gesture for the staff who keep the pools clean.

#### B. Approval of Minutes

Board Meeting, 28 June 2016, approved

Special Meeting, 15 June 2016, approved (*see note below, item D.3*)

#### C. Reports / Updates

1. Treasurer's Report accepted subject to audit.

- a. Based on recommendations from our auditors, we set up a \$2k allowance for 'bad debt'.
- b. A \$30 cash deposit in 1.420100 reflects late pool pass fees collected to date. Future cash payments of this type will be deposited in the same account.
- c. Abby reported that the property in collections is still in contract negotiation stage as a short sale. The amount of delinquent dues that 3F will be paid after the property is sold is a part of those negotiations.

2. Property Manager

- a. still seeking bids for storage yard gate replacement
- b. 3200 uneven slab issue: Chris will seek opinion from another structural engineer
- c. Roofing contractor, B&M Roofing expected to begin project in mid-August
- d. 3391 request to hold estate sale, following 3F rules for same, September 10 & 11, approved.
- e. 6985 ceiling painting to be done by Tony Richards, previously approved by email.
- f. Mature mugos throughout the property are encroaching on sidewalks and becoming safety issues. No request for action at this time.
- g. Architectural Requests:
  - satellite dishes to be installed on chimneys, per by-laws, for the following properties, 3302, 3315, 3300, 3275; digital television antenna installation at 3262, all approved.
  - 6901A & 6901B landscape issues were discussed in lengthy, disorganized, unstructured conversations with various topics randomly mentioned. Due to the chaos, no decision on any of the various topics was recorded.

3. Landscape Committee report filed, Chris offered responses to the items of concern.
  - a. Brickman did not apply Revive to the lawns as it is not a part of their contract. Watering to all zones is being increased.
  - b. Staff has taken care of the 'orphan' plants reported by the Committee at June Board meeting.
  - c. Brickman is responsible for weed control in the rocked areas and Chris notified them today that they need to do a better job of controlling weeds in the rock beds.
  - d. Staff has taken care of the weeds & thistles growing in lane entrance planted areas
  - e. Weeds growing on top of cactus bed at property on lane 6 is responsibility of homeowner. Chris will notify the homeowner who put in the cactus that the homeowner is responsible for cleaning up the area.
  - f. Chris will publish something in the September newsletter to remind homeowners they need to maintain the curbed, planted islands behind their properties.
4. Finance Committee submitted no report. In Mimi Karsh's absence, Irene Carlow requested on her behalf that Mimi be given copies of all Brickman bids that were approved at the June Board meeting. Abby agreed that she will get them to Mimi.
5. Pool Committee member, Jan Hiatt, introduced Barbara Griswold as a new member of the Pool Committee. Chris reported algae in the pool, causing pool closure. Toby is managing the problem.

#### **D. Unfinished business**

1. Snow plowing procedures – discussion postponed
2. Parking violation enforcement – discussion postponed
3. Pertaining to the 15 June special meeting of the Finance Committee and the Board, Abby requested Jeff clarify his request that the Finance Committee prepare the budget from beginning to presentation to the Board for approval at the November meeting. Jeff agreed the initial budgeting process begins with the numbers LCM provides and the Finance Committee will continue the process from there. Kevin's requests of the Finance Committee were adopted as presented. (Copy on file). Though it's an aggressive schedule, the Finance Committee willingly agreed to begin the work.

#### **E. New Business**

Common areas issue briefly mentioned, further discussion postponed

**Meeting adjourned, 8PM**

**Next Regular Board Meeting: 23 August, 6PM**

**THREE FOUNTAINS CORPORATION**

**Board of Managers Meeting –August 23, 2016**  
**Treasurer’s Report as of July 31, 2016**

**STATUS OF FUNDS:**

Cash in Bank, Operating Fund	\$ 153,078
Cash in Bank, General Reserve Fund	\$ 292,650
Investments, Capital Improvement Fund	\$ 885,434

**ACCOUNTS RECIEVABLE:**

Assessments Receivables	\$ 11,637
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**INCOME:**

Assessments	\$ 84,692
Late Charges / Interest / Other	\$ 742

**MAJOR VARIANCES (MTD) FOR THE CURRENT MONTH REPORT:**

“All budget variances are at or near budget for the current report.

**AGING REPORT:**

6 Accounts over 30 Days, 2 Over 60, 1 over 90 and 1 Account in collection. All other accounts are current.

Prepared by: Jeffrey Rickard  
Treasurer August 9, 2016

References: Unaudited Balance Sheet, Income Statement, Budget Comparison and  
Accounts Receivable Aging Reports  
Financial Statements on file with Property Manager

\*Unaudited

Landscape Committee Report	19 July 2016
To: 3F Board	Unfinished business from June report to Board

The following items were included in our June report and no actions were taken. We resubmit these same items and ask for consideration and decisions at the July 26 Board meeting.

1. We have a lot of brown grass – did Brickman apply Revive to our lawns at the required times?
2. There are several established shrubs on the property that have ‘orphan’ plants growing up inside them. The ‘orphans’ need to be removed to improve appearance and maintain the health of the established shrubs. (examples previously submitted)
3. Many of the rocked areas have a lot of weeds growing in them that need to be eliminated. Is this Brickman’s responsibility? (examples previously submitted)
4. Planted beds at some lane entrances are being taken over by weeds & particularly thistles. We recommend the board have these removed before they destroy the healthy plants. (examples previously submitted)
5. Some planted areas that homeowners have created along the alleyways and front entrances are showing signs of neglect, in that they are overgrown, full of weeds and generally not attended to. (examples previously submitted) We urge the Board to make a concentrated effort to communicate with homeowners through the newsletter, individual notices, etc., to take care of the beds in a timely manner. We believe all these little things contribute to the sense of pride – or lack thereof – in our community.