

THREE FOUNTAINS CORPORATION

Board of Managers Meeting

August 22, 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

1. Exercise equipment was brought up again. Jeff stated that the Board is aware that it is needed to fulfill our by-laws. It needs to be commercial grade and have a maintenance contract. This will be discussed later in Unfinished Business under Comcast money.
2. 3285 - The property is out of receivership and the mortgage company is possibly showing signs of paying our liens on the property.
3. Becky Richmond reported back that after the roof vents were installed in their property, 3271, they have noticed an improved personal comfort level.
4. After having put new insulation in, a homeowner said that the 4 degree difference in temperature that she had in two rooms, has reduced the higher temperature to equal the lower temperature. She encouraged others to check their insulation.
5. 6943 - the air-conditioning unit has been moved off of the roof and it has left a depression in the roof that the homeowner has had roofers fix at her expense. However, it is leaking after two attempts to repair it. She asked if Chris and the Board would consider moving her building up on the list for roof replacement due to this leak. The Board voted unanimously to move it to the top of the list.

- B. Approval of Minutes - Board of Managers Meeting - July 25, 2017 - approved
Executive Board Meeting - July 31, 2017 - approved

C. Updates and Reports

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

STATUS OF FUNDS:

Cash in Bank, Operating Fund	\$ 236,455
Cash in Bank, General Reserve Fund	\$ 450
Investments, Capital Improvement Fund	\$ 922,789
Total Cash	\$1,159,694

ACCOUNTS RECEIVABLE:

Assessments Receivables	\$ 46,185
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INCOME:

Assessments	\$ 84,692
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Late Charges / Interest	\$ 167
Easement Income (Comcast)	\$ 37,100

MAJOR VARIANCES (YTD) FOR CURRENT MONTH REPORT:

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

- 1.700125 - Turf Management - Actual \$18,256 - Budget \$26,156, favorable variance of \$7,900 due to timing of months allocations.
- 1.700800 - Weed and Pest Control - Actual \$8,540 - Budget \$5,000, unfavorable variance (\$3,540).
- 1.720200 - Asphalt - Actual \$11,058 - Budget \$2,000, unfavorable variance (\$9,058) due to timing of monthly allocation.
- 1.800300 - Water and Sewer - Actual \$42,700 - Budget \$36,522, Unfavorable variance (\$6,178).
- 1.900700 - Insurance - Actual \$54,019 - Budget \$49,000, unfavorable variance (\$5,019) due to change in carrier.
- Total Salaries - Actual \$150,564 - Budget \$158,647, favorable variance \$8,083.
- Operating Account - overall favorable variance \$45,221.

AGING REPORT:

2 accounts are over 30 days, 1 account is over 60 days, and 2 accounts are in collection. All other accounts are current.

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

LCM follows Colorado law for handling aged accounts.

2. Property Manager's Report

1. 3336 - repair the garage side door jamb - unable to get owner to call back to unlock door
2. The roofs were walked and evaluated to be able to prioritize replacement order.
3. Chris contacted HVAC engineers for pricing for a review of the HVAC systems in the shop. 5 engineering firms have been contacted. 1 has responded.
4. Chris received a letter from people taking care of an ailing homeowner who is being bothered by continually barking dogs behind her unit. He says that this unit has been warned before in 2010 and 2011 with letters and fines. It is a rental. It was discussed that when a letter is sent to the owner that our attorney should be copied as well.
5. 6943 - owner submitted a drawing of plants that O'Tooles Nursery advised would be the best for owner to buy to replace the dead foliage that was removed. There is a drip irrigation system present. It was approved by the Board unanimously.
6. 5 companies were called to bid on tree pruning. Chris requested that they bid on cutting the dead wood and mapping out the trees. First bid was \$7,100 for trimming and \$2,400 for mapping out the trees. The second bid, bid on the entire property and came in at \$48,000. Barbara Florey requested that we consider dividing the property in to sevenths and begin

taking care of the trees as they should be taken care of. The tree trimming budget will be \$20,000 next year. Deciduous trees should be trimmed every 7 years.

7. 3282 - owners requested approval on new doors and security doors. A photo of both was included and the Board approved it unanimously.
8. The Denver Water Board inspected the property on Monday, August 21, 2017 and told Chris that Three Fountains is not in compliance with the new guidelines. Denver Water has a program called Cross - Connection Control and Back Flow Prevention Program that protects the public water supply from pollutants and contaminants that could, under certain circumstances, be drawn into the public water supply from private properties. Within 60 days Three Fountains needs to install back flow preventers. These would be placed where our meters are now but they need to be placed above ground so each area will require electricity for heat as well as covers. Chris is calling companies who provide this service to get bids.

3. Finance Committee - The committee is working on the 2018 budget and considering needs for the Comcast money. Jeff is trying to set up a time that the Board and the Finance committee can meet to discuss with UMB bank their ideas on how Three Fountains can do more roofs next year.

4. Landscape Committee - The committee requests the landscape budget for 2018 remain unchanged from the previous 2 years in the amount of \$19,200. Detailed plans for expenditures will be presented to the Board as it was in 2016 and 2017. In 2018 the committee intends to replace dead plants at lane entrances that were initially planted by Brickman, refurbishing the "island" in the parking lot of Lane 1 and the grounds around the clubhouse, and if funding allows neglected areas on the grounds will be addressed. Since the committee remains pleased with the responsiveness and quality of work that Keesen has done, they will be asked to bid on work next year when the final budget numbers are known. The bids will be forwarded to the Board for consideration and approval.

5. Pool Committee - Chris feels that a \$500 increase in the budget is sufficient to allow for chemicals to treat the pools next summer if algae returns. The crew is hoping to keep the pools open longer than Labor Day. The pool inspector told Chris that First Aid Kits have to be installed before his return visit the first of September.

6. Nominating Committee - Donna Dillenback said that only 2 people have submitted their biographies to be considered for the Board. The deadline to receive these is Friday August 25, 2017.

D. Unfinished Business

1. Parking - Debra Rickard reported on the results of the parking survey. 30% are happy with the way the rules are now and 19% felt that the rules are too restrictive. One of the concerns about the rules was to define "temporary" and to define "guest". They have proposed these changes to the Rules and Regulations:

II.A - No panel vans exceeding designated parking space and no large vehicles over 3/4 ton or large vehicles that exceed the designated parking area. Possible exceptions would be construction vehicles used in remodeling and roll offs being used for debris. Permits can be requested for these situations.

C. 2nd line - Define the word temporary as any guest that stays more than 3 consecutive nights. A guest pass is required for guests over 3 consecutive nights. No parking allowed for anyone that is not a resident or a guest of a resident/renter.

G. - Add to first paragraph "We are engaging with an outside vendor to enforce these rules":

1. no change
2. add fine of \$75.00
3. Add fine of \$250.00
4. Vehicle owner is responsible for towing and storage costs.

Homeowners were also reminded that there is a 4 hour time limit for guests parking behind a garage.

The Board approved 3 to 2 "temporary" as any guest staying more than 3 days and 3 nights. Some members of the committee and the Board wanted to define "guest" as a temporary resident due to the fact that they could park 3 days in the lots and 1 night on the street and then back in the lots for 3 nights. This did not come to a vote due to lack of support.

2. Comcast money - Three Fountains has received \$37,100 from Comcast on easement rights. The list that the Finance Committee and the Board put together is:

Dirt Spots	\$ 4,000
Exercise equipment and maintenance contract	\$10,000
Additional tree maintenance (above current budget)	\$ 4,100
Vents - which has been approved and completed	\$ 3,000 paid
Broken tool - has been approved	\$ 400
Engineer to evaluate HVAC in shop and tools	\$ 3,800
Bathroom upgrade	\$ 2,000
Total	\$25,400

The list was approved by the Board unanimously but put on hold until cost of the back flow preventers is known. This will leave \$11,700 for emergencies.

3. Mud spots - \$750 was approved by the Board by email to address the worst spots. It has been suggested that Three Fountains spend \$4,000 this fall to seed the grass in these areas and add whatever else is needed and to do the same thing next spring. Keesen walked the property to evaluate.

E. New Business - Barbara Florey recommended that we improve the Three Fountains website. Jeff said that we would talk about that at the next Board of Managers meeting on September 26, 2017 @ 4PM.

Submitted by Barbara Griswold, Secretary

Meeting adjourned at 7:28PM

Next Board of Managers Meeting September 26, 2017 @ 4PM

Annual Homeowners Meeting September 26, 2017 @ 7PM