

THREE FOUNTAINS CORPORATION

Board of Managers Meeting

November 29, 2016

President: Jeff Rickard
Treasurer: Kathy Mehlmann
Member at Large: Jan Hiatt

Vice President: Kevin Haight
Secretary: Barbara Griswold

MINUTES

Call to Order / Establish Quorum - 6PM

A. Homeowners Forum

1. Mimi Karsh asked about the Three Fountains directory which will be discussed in the committee reports. She asked about the collection of email addresses for use in communicating Three Fountain news and the possibility of texting for emergency information. Jeff also stated that Three Fountains is using postcards for homeowners to know the date of their work order and then the ability for them to evaluate the work.

2. Peter Kandell is concerned about the parking regulations and feels that the community needs to be educated on the rules. Jeff said that we have discussed this subject at every meeting but that we would revisit it in the future.

3. Jill Wisheart and Deb Norris invited the Three Fountains community to a holiday party on December 9, 2016 during the hours of 5-9PM in the clubhouse. You are encouraged to bring an appetizer or dessert to share and something to drink. If you can, bring a can or box donation for a local food pantry.

B. Approval of Minutes

Board meeting, October 25, 2016 - approved

Joint meeting of the Board and Finance Committee, November 8, 2016 - approved

C. Updates and Reports

1. Treasurer

a. The financial minutes for October 31, 2016 were approved.

b. All budget variances are at or near budget for the current report with the following exceptions:

1. exteriors (\$3,481) - unfavorable

2. 6983 and 6985 - brick wall removed between units replaced with a stucco

3. 1.800500 - storm drains \$12,107 - favorable

ii. Vendor changed billing to a semi-annual process so only received 1 invoice in 2016

4. Kevin Haight asked that the Y_T_D unfavorable variance for total payroll (\$5,069) be recorded.

5. 1.940209 - Water line repair favorable variance \$5,280

c. The aging report shows 6 accounts over 30 days, 1 over 60, 1 over 90 and 3 accounts in collection. All other accounts are current. The financial reports are unaudited and the Board approved the Treasurer's report.

2. Property Manager

a. The roofing for 2016 is almost done. They are finishing gutter work. B&M Roofing will bill Three Fountains in total at that time.

b. Lane 9 has a leaking hydrant that caused a seal to leak. The water will be shut off to all of Three Fountains units on December 2, 2016 for 1 hour between 9 to 1.

c. 3222 - homeowners requested a new garage door - 3F requirement is almond

d. 6979A - a vent for a gas stove will be placed on the outside of the unit and will be painted by the crew - approved

e. Chris is having difficulty reaching the company to do the cross hatching for the parking.

f. 6985 - an estimate was provided for a new fence - completed November 15, 2016

g. Chris checked with Brightview on mugo pine species - completed November 8, 2016

3. Directory Committee - Half of the homeowners of Three Fountains have given their email addresses. The Board approved of giving all resident owners a directory and if they have a renter, they can give their copy to them. 220 paper directories will be made at an approximate cost of \$250. Signal Graphics is being used for the work. Directories will be distributed on a Saturday when complete. Forms to sign up for the directory will again be available at the December 20, 2016 meeting.

4. Landscape Committee - no report

5. Finance Committee

a. The \$30,000 discrepancy to the Wages and Salaries budget was again explained by Jeff. LCM underestimated due to a change in a part-time employee being let go and a full-time employee at a higher salary being hired. The crew was also given a large raise last year to bring them in line with current market standards. The Finance Committee requested clarification on a check to Brightview for stump removal and one to Brett Markley for 500 linear feet of metal to replace the tops on fences at a cost of \$2900. The crew is doing the repairs.

b. Jeff reviewed with the Finance Committee chairman their recommendations for the 2017 budget. Both parties agreed to the proposed budget except the Finance Committee wanted to freeze the salaries and give no bonuses. The board decided to move forward with staff increases. Jeff then asked for a vote by the board to approve the 2017 budget. Kevin said he would approve the budget with the salary increases but he would not approve the bonuses. Jeff again asked the board if they would approve the budget as it is written. Four members approved but Kevin did not approve the budget.

D. Unfinished Business

1. Maintenance dumpster in lane 8 - Peter Kandell presented his case for moving the dumpster to a new location. He feels it is an eyesore since it sits across from his garage door, his front entrance. He would like it to be put behind a fence if it can't be moved. Options were discussed: 1. two smaller dumpsters on wheels 2. a new location 3. ask the company that supplies the dumpster for their input. It will be placed on the January 2017 meeting.

E. New Business

1. Insurance

Cassandra Rocha contacted 5 insurance providers at the request of the Board due to Three Fountain by-laws requiring that "At least every (3) years, the Corporation may obtain an appraisal for insurance purposes which shall be maintained as a permanent record showing that the insurance in any year represents (100%) of the replacement value of each condominium unit and the facilities in the common elements." Article XI 11.2 (f)

The providers contacted were The Insurance Center - Scott Millward, Stuart Insurance Services - Stuart Siekmeier, Travels Insurance - Tonya Rigby, State Farm - Alex Finke and Farmers - Curt Henderson. Curt Henderson from Farmers was the only one who responded.

Herb Phelps, a Three Fountains homeowner, volunteered his help as an insurance agent who used to work with Curt Henderson. Herb has 26 years experience in writing insurance policies and works for Henderson Insurance Agency which is underwritten by Farmers and Great American Insurance Company. Both men presented a new insurance proposal.

Herb presented a current policy analysis and a building coverage limits analysis. Curt presented the insurance proposal. The proposal is \$90,075 with Farmers with more complete coverage. We are paying \$84,000 with American Family now. Herb has been asked to present a summary of the proposal at the December 20, 2016 meeting. He will also explain the HO6 coverage that homeowners need to have for their interior dwellings.

Jeff is to meet with American Family Insurance on December 1, 2016.

2. Snowman in yard causing controversy - it has been removed. it was a joke between siblings involving hunting.

Submitted by Barbara Griswold, Secretary

Meeting Adjourned 8:10

Next Regular Board Meeting December 20, 2016 @ 6PM