

Meeting Minutes

PA20 Landscape Maintenance Association, Inc.

Date: June 15, 2009

Location: Dewey's American Grill

Purpose of Meeting

To discuss ongoing occurrences of the association including accounting updates, website management, SB100 compliance, property maintenance, along with any additional pending issues requiring resolution.

Names of Attendees

Present: Jim Bowlus (President)
Jim Fraser (VP-Property Maintenance)
Brice Bradley (Secretary-Homeowner Relations)
Rick Murray (Treasurer-PA20 Delegate for District #80 to HRCA)
Dean Stanberry
Diana Coon (Accountant)

Absent: None

Partners/Guests

None

1. Open 6:45 pm

2. Reading of Minutes

Notes: Jim Bowlus motioned to approve the March 3, 2009 meeting; Dean Stanberry seconded. Approval was unanimous.

3. Accountant Report and General Discussion Items

Notes: Diana presented a general accounting update and fielded questions from the board. Other general discussion items then followed.

Additional Discussion Points:

- Pursuant to the board's decision to change banking institutions, Diana updated PA20's power, telephone, water host companies, etc. account information to reflect this change.
- The question was asked whether or not there was a link to PA20 on the HRCA website under "Homeowners/Subassociations/ Visit an HRCA Subassociation Website". The answer was no as it constitutes paying a fee to HRCA.
- On June 4, 2009, Jim Bowlus and Brice Bradley attended an evening seminar at HindmanSanchez titled "In's and Out's of Reserves and Reserve Studies". The seminar focused on House Bill 09-1359 which discusses the need for HOA's to do a reserve study analysis and update at least every 3 years. This bill goes into effect on August 5, 2009.

Meeting Minutes

- The board discussed the need to engage HindmanSanchez in an effort to be sure PA20's policy and procedures are in compliance.
- The board discussed a pending fence repair request from one of the homeowners. Following the request, the board had a fence repair contractor visit the site. The contractor determined that the damage was being caused by mulch pressing against the base of the fence on the homeowner's side. A letter was sent out last fall to all homeowner's along the fence requesting them to pull all landscape mulch back away from the fence. Based on the continued degradation of the fence, it was determined that many of the residents did not comply with the request. A review of the HRCA enforcement guidelines was recommended as means to determine how to proceed with a enforcing the letters request to pull back the mulch.
- Jim Fraser relayed to the board a need to upgrade the irrigation controller as a means to increase water usage efficiencies. The recommended controller has the ability to remotely collect weather data from a local weather station and adjust the irrigation schedule accordingly. The PA20 landscape contractor quoted \$1150 for the upgrade which would be billed via the contractor's monthly maintenance invoice following installation.

Decision(s):

- Brice will email approved March 3, 2009 minutes to Diana for posting to the website.
 - Diana will be sending out a second bill to homeowners who have not paid their 2009 assessment by the end of the month.
 - Jim Bowlus will approach the above said homeowners requesting a fence repair to ask that they pull the mulch back prior to making the repair and asking that they continue to keep the mulch away from the fence following the repair.
 - Jim Fraser motioned to have PA20's landscape contractor proceed with the installation of a new irrigation controller at a cost of \$1150. Rick seconded. There was a unanimous vote for approval by the board.
 - Although the current irrigation controller enclosure appears to be able to hold the new controller, Jim Fraser will get a quote for a new pedestal enclosure prior to installation so the board has a complete handle on costs in the event a compatibility issues arises with the old enclosure at the time of install.
 - The next meeting will be at Dewey's on July 13, 2009 at 6:00pm.
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6. Close 8:19pm

Minutes prepared by: Brice Bradley

Minutes Approved: Jim Fraser motioned to approve the minutes at the August 17, 2009 meeting; Jim Bowlus seconded. Approval was unanimous.