

2015 FAWNGROVE ANNUAL MEETING MINUTES

Thursday, October 22, 2015

Snow Park Lodge - Deer Valley Resort

MEETING CALLED TO ORDER:

President Roy Cline called the meeting to order at 9:05 a.m.

INTRODUCTION OF MANAGEMENT COMMITTEE MEMBERS:

President Roy Cline introduced the Management Committee:

V.P. Mike Hirsh

Treas. John Lindell

Sec. Mike Kiernan

Member Jeff Batterson

Property Manager, Arnolando Alvarado.

Cline noted that we are fortunate to have two members of the MC, John Lindell and Jeff Batterson who live full time in Park City.

PROOF OF NOTICE OF MEETING AND ROLL CALL OF UNIT OWNERS:

Secretary Mike Kiernan certified that proper notice of the meeting was provided pursuant to unit owners. All unit owners present identified themselves and the number of their unit.

MINUTES OF 2014 ANNUAL MEETING:

A motion was made by Dean Kaul and seconded by Caryl Cline to waive a reading of the minutes of the 2014 Annual Meeting. The motion passed unanimously.

REVIEW OF THE 2015 YEAR:

President Cline noted that the year was a very busy one for the Management Committee (MC), which met three times in person and conducted the typical amount of business via conference calls and emails.

UNIT OWNER REQUESTS FOR WORK:

- Unit 1486: Repair exterior patio settlement (approved)
- Unit 1474: Upgrade interior/remodel (approved)
- Unit 1604: Patio hot tub installation (approved)
- Unit 1504: Remodel bathroom (approved)
- Unit 1604: New patio installation (approved)
- Unit 1436: Patio spa re-location (approved)
- Unit 1408: Install new high efficiency furnace (approved)
- Unit 1462: Replace windows (approved)
- Unit 1462: Install balcony (approved)
- Unit 1570: Install heat pump (not approved)
- Unit 1570: Install air conditioning (approved)
- Unit 1586: Remodel interior (approved)
- Unit 1566: Remodel basement (approved)
- Unit 1400: Install dryer vent (approved)

REVIEW OF OWNER WORK REQUEST PROCEDURE:

Cline stressed once again, the process that is required for any exterior work or work to the interior of a unit that goes beyond the interior finish surface. He stressed the need for early and complete communication with the MC. He also outlined the need for detailed plans from a licensed engineer and architect. He noted that due to time constraints, it is not possible to get a quick turnaround on any project of any size/scope.

Cline also stressed the need for uniformity in the exterior surfaces of the buildings. He noted that the doors/windows that are required by the HOA are found on our website. We have a few unit owners who have not followed the procedure as to exterior doors. They will be brought into compliance by our property manager and the offending unit owner will be back billed.

Cline addressed the issue of exterior patios. He reminded the owners that they must conform to the building footprint and be of concrete construction, again, to ensure uniformity.

STATUS OF PROPERTY MANAGER ARNOLDO ALVARADO:

Mike Kiernan outlined for the owners the changes made in the relationship of the HOA and Arnoldo. We have made him a fulltime employee of Fawngrove, meaning he is paid a salary with the typical withholding, etc. We also purchase workers compensation insurance to cover him and any part time employees he uses. The owners were very pleased about this change in the relationship.

MAINTENANCE/REPAIR WORK:

- Finished repairs to exterior windows
- Routine maintenance to all garage doors
- Continuing monitoring and repairs to exterior stone work on chimneys
- Roof bird screening is being monitored

MAJOR REPAIR PROJECT REVIEW:

- The leak in the electrical room of Bldg. 3 has been resolved
- The purchase and installation of the “Bridgit” curb ramps at the entrances has been a success. Additional units will be purchased for next year to fully implement the system
- New walkway signs have been purchased and installed to remind owners and visitors of the Park City leash laws
- The garage personnel door project is complete and within budget
- Finalize the re-painting of the ceiling in Bldg 5 has been accomplished

LANDSCAPE PROJECT:

John Lindell outlined the progress of our comprehensive landscape project. We have utilized Arnoldo to do all of our landscaping work, including irrigation work. This has resulted in a much better product at a substantial savings to the HOA. Also, the plants and installation of rock in high traffic areas has been very well received. Rita Lindell was thanked by the MC and owners for her work in this regard. We will continue with the installation of numerous perennials and additional rock next spring.

HOA INSURANCE REVIEW:

Mike Kiernan reminded the owners of the insurance requirements for our HOA. Specifically he reminded them about the \$10K deductible which applies under the HOA master policy for all property damage covered under the HOA policy.

FINANCIAL REPORT:

John Lindell reviewed the past year's financials and noted we are in the final analysis, on budget both in terms of income and expenses. He noted our reserve funding is approximately at \$125,000 which is well above our goal of \$90,000.

John then covered the proposed budget for 2016. He noted that utility costs, especially water have increased incrementally over the past few years. As such he has suggested and the MC has recommended a dues increase of 6.8%. However, there are no major capital repair projects for next year, and as such there will be no need for a special assessment of any type. The owners present understood the issues raised by John and were in agreement. A motion to approve the 2016 Budget was made by Dean Kaul and seconded by David Bolles. The motion passed UNANIMOUSLY.

ELECTION OF TWO MANAGEMENT COMMITTEE MEMBERS:

The nominating committee chaired by Ruth Lott, with members Marietta Shipley and Debra Robinson nominated for a two-year term, Mike Hirsh and Jeff Batterson. A motion was made by Rebecca Nolan and seconded by Dean Kaul to accept the recommendation of the nominating committee. The motion passed UNANIMOUSLY.

Several owners also expressed great satisfaction and appreciation of the efforts of the MC.

ADJOURNMENT:

The meeting was adjourned at 10:30 a.m.