

HOA Board Meeting 27 May 2022

Attendees

Tom Miller

Bill Case

Theresa Rollins

Duncan Patterson

Dennis Fish

Approved minutes from March 15, 2022 meeting.

Follow up items (not discussed in meeting):

Recycling - Tom contacted Tim Loveday at Summit County after about one month. He said he needed to check the price and whether we would continue requiring all of the existing garbage cans. Two months later and there has still not been a response so we will pursue a local solution.

Select date of next annual meeting – **Tom** will send out an email to get the Board's availability.

- June 8 follow-up – we will hold the meeting on October 22, at 12:00 MST.

Discussion of Financial Results

The main discussion revolved on getting better accountability of how our maintenance team is charging for their time.

- **Theresa** will coordinate with Holly to obtain labor charges, receipts, and any other form of reimbursement to Arnoldo and his team.
- **Tom and Bill to work with Arnoldo** to get better transparency of his budget. He needs to understand our HOA budget and what to do when we go over. We also need to understand how he and his team charge their hours, what they do when not here for a full day, what is included in his contract and what is covered by his business, that is paid separately from his salary. We also need to provide him with better expectations as to his work requirements and follow up to understand how and when they were accomplished. The following items also need to be clarified.
 - What are Arnoldo's work hours and his team's work hours?
 - Jeff may have a time clock. Bill will check with Jeff to see if he has it.
 - Update – Bill checked and Jeff does not have this. **Bill** is looking at other options.
 - Extra labor isn't clearly defined. We need to get a better understanding of this and have advance notice when additional manpower is needed.
- We need to know when we are going over our budget and the reason.
- The electrical/heat tape cost us more than budgeted.

Summer drought and preventative measures

- Delay watering until mid-June (or later if we get precipitation)

- Educate homeowners on conserving water (flier to post, other tips from waterwiseutah, etc.)

Deer Valley ponds – water has been taken by Deer Valley Resort from the ponds to their upper reservoir as needed for snow making, firefighting and mountain bike trails. This is something we now request of them annually to ensure they take the water they need prior to the completed snow melt (which subsequently fills the ponds) to ensure the ponds are full for the summer.

Condo Sales Fee reminder for reinvestment fee

- We have a requirement that all new owners pay 0.5% to the reinvestment fee when purchasing a condo. It was unclear if Holly sees this for private sales. Duncan noted that when they do the title search, they will see this requirement. **Theresa** can clarify when she contacts Holly about the financial items above.

ACH Automatic Dues Payment

- A note will be added to this quarter's newsletter encouraging owners to sign up for ACH if they haven't already done so. This makes it easier for our accountants and following up with late payments and late fees.

Garage 5 keypad change (Bolles' mod)

- A new keypad has been added to Garage 5. Due to continual problems with other garage keypads, we should replace the ones for garages 1-5. **Bill and Dennis** to coordinate with David Bolles.

Driveway and drains improvements

- We are waiting on two contractors to hear their proposal – Alliance Engineering and Amigo Property Services have both been here to review the problem and both said they would send us a proposal. Alliance only does the engineering work and we would still need a contractor. Amigo would do the entire job. Tom commented that contractors have been bad about responding and returning calls likely due to how busy they are and our jobs are not that large.
- When we do drain work, we will need to coordinate with the pavers to have them do the paving work right after the drain work is completed.
- **Tom, Bill and Dennis to follow up.**

Tom noted that the Fawngrove original build drawings have been added to our website.

Washer / Dryers in garages 1-3

Coin-operated washer/dryers were installed in garages 1-3 as the lower units of buildings 1-3 were not originally installed with provisions for washer/dryers. Of the 12 owners that own these units, 11 responded that they now have washer/dryers installed, one owner did not reply. Of the 11 owners, two said that they have small washer/dryers and like to use the coin-operated ones occasionally for larger loads. One owner in 1536 who had washer/dryer

provisions but removed them after a water leak many years ago, said they only use the garage washer/dryers and would like them to remain, if possible.

- Tom followed up again (third time) with CSC who manages the w/d's. Their records show the last coin pick-up was September 2020. Also, will they allow leaving only one set and have two sets removed.
- We discussed whether the HOA should continue providing this service. If we do, should we continue with this management company or just install our own machines? We could possibly purchase one washer and one dryer, either new or used to use in one garage if needed.
- What should be done with the water heaters currently used for the washers in all three buildings?

Maintenance Actions

- Seasonal repairs like siding repairs and leaks. We continue to have toilet leaks. The most recent one is leaking 100gph. We continually remind owners to turn their water off when away and to fix toilet leaks.
- Garage Doors 1 and 4 have been the most recent problem. Martin Doors fixed door 4 and have been called to look at garage 1.

Remodels and Modifications

- 1408 Window Replacements – Approved
- 1412 A/C installation – Pending review
- 1416 Full remodel - Approved
- 1486 Kitchen and Master Bathroom remodel – On Hold
- 1562 Final second floor deck installation Update - The Park City Building Department (PCBD) denied the permit for this installation and said they needed to obtain a Plat Amendment. We researched past records for some of the nine units that already had this done and wrote a letter to the PCBD of our findings that we had records of filed permits and approvals from the City for past installations. We are still waiting to hear back.
- 1566 Partial remodel - Approved
- 1574 Awning Installation - Approved
- 1604 Add new patio concrete and hot tub addition - Approved
- 1612 Kitchen and bathroom remodel and new furnace/AC - Remodel Approved/AC Pending
- 1620 Master bath remodel - Approved
- 1624 A/C Installation – Approved

Better directional signage within Fawngrove

- Tom noted that he sees delivery people running around unable to find the unit number they are looking for. Many of the units have their unit number located sideways to the door and they are not visible from the sidewalk. This could delay emergency services in the event of a more serious condition. We agreed to look at how we can improve signage or unit identification.

Other

Bill

Roofs

- Were told they should last until 2033. Arnoldo had a roofer out to look at shingles and skylights. Arnoldo will have at least one more roofer out. This roofer claimed the shingles should be replaced.
- Theresa noted we should discuss this at the next annual meeting as it will need a special assessment.
- Tom noted there may be a warranty letter for the roof but will need to research it further. The roofs were replaced in 2002 and he only has records back to 2005. John Lindell may be able to help.

Fines –

- Bylaws capped at \$500/mo.
- Bill thought this should be increased as there is no incentive for someone breaking the rules to stop with such a small fine. For example, someone continuing to have work done on a remodel is more interested in finishing the job where they can start to make \$500/night from renters.
- Duncan noted to make it specific to renovations and raise it to something like \$500/day.