

Third Quarter Meeting Minutes for October 3, 2012

The meeting was called to order at 7:09 pm.

Board members present:

Robert Rainsberger – President

James McPeak – Vice President

Gus Gil – Secretary

James Cottle

Frank Demery – Board at Large (absent)

Condo owners present:

See attached sign in sheet

Staff present:

Tonia Bascom

Old Business:

The board members discussed the plumbing issues with building 19 unit # 212. Owned by Bank of America, the floor is covered with water and raw sewage. The Governor's Office and the Health Department have been informed.

There was discussion about NWP, our current Water Billing and Sub Metering Company. It was stated that NWP noted that we currently have 57 meters on the property that are not working. It was shared that we have had several Sub Metering Companies such as Alliance Data, Vertex and currently NWP.

After much discussion, the Board of Directors voted 5-0 to move forward with contracting FewTek Inc., a Water Billing and Sub Metering Systems Company, effective November 5, 2012. FewTek Inc., will assist us with the from electronic water meters to manual meters. It was discussed that a manual reading system will charge each resident for the correct number of gallons of water that they use each month. The 57 meters that are not working will be repaired or replaced. There will be some critical changes with the new water metering company:

Water payments will **no longer** be accepted at the Condominium Association Office.

- Water bills will be mailed on the 15th and payment will be due on the 1st of each month and late after the 10th of the month. There will be a \$15.00 late fee added to the next month's bill.
- Residents will have the option of paying their bill online or by US Mail
- All residents will be on a 30-day billing cycle
- A toll-free customer service number will be provided for all owners/residents with questions
- A water deposit of \$100.00 will still be required of new residents

On October 4, 2012, a notification letter was mailed to NWP that we would no longer be using their services. This letter also requested the collector's phone number and password for the Hexagram System be submitted to our office no later than October 25, 2012.

New Business:

It was discussed that we have a total of 16 trees that need to be removed. We received a quote from ValleyCrest of \$1,600.00 per tree. It was discussed that we would start with the trees that are the most critical. The Board voted to contract with ValleyCrest and proceed with the removals.

Pedestrian Gate – The board voted to proceed with repairing/replacing the pedestrian gates at the front and back of the property. The decision was also made to move forward with installing Proximity Card Readers. The Proximity Cards would allow Owners/Resident access through the main, pedestrian and pool gates. This method would help to reduce trespassing.

Each Owner/Resident will need to purchase a Proximity Card or a Key Fob for \$25.00 each. Although an owner/resident will be able to enter the main gate using their current four-digit code, they will not be able to enter the pedestrian or pool gates without a proximity card or key fob. Lost or stolen card would require an additional fee of \$25.00 to be replaced. This was motioned and seconded.

Late water notices were discussed and tabled since the Board voted to contract service with FewTek.

Unit owners were reminded that before they can make changes to the outside of a unit, they must write a letter to the Board stating their request and allow time for permission or denial from the Board. This discussion was of a unit owner who changed the window without Board approval.

Pet Policy – The pet policy was revisited and it was decided that we need to enforce the current pet policy as stated in the Condo Documents. An owner/resident is limited to one pet with a maximum weight of 50 pounds and we currently have owners/residents in violation of the policy. It was recommended that a resident be required to provide the Association Office with a copy of the pet shot record and license. There was some discussion about requiring residents with pets to pay a \$200.00 pet deposit directly to the Association.

- It was discussed to have the Association's Attorney review our Condo Documents and Bylaws and make the necessary Amendments. The amendments would also include the process for removal of a Board Member. This was voted and approved by all Board Members.
- Discussion was held about charging residents a Property Damage Fee but this item was tabled.
- Investor Fee – Bob suggested that the Board consider charging each investor fee of \$75.00 per unit. These funds would be used to hire experienced staff such as a Certified air condition technician, a licensed plumber and a licensed electrician. The benefit for the investors would include use of the staff to complete the repairs instead of hiring their own person to complete a job. This was tabled.
- Jason Malouf with Association Capital was in attendance and discussed how the Association could benefit from his company (Association Capital) with collecting outstanding Condo Association Dues. Jason stated that his company would pay the Association a percentage of our outstanding dues upfront and they would pursue the Owners for payment and attorney fees. The Board voted for and signed an agreement with Association Capital. A courtesy letter has been mailed to all Owners who have an

outstanding balance, giving them until November 2, 2012 to get current on dues. On November 5, all outstanding accounts will be turned over to Association Capital for collection.

Comments from Owners:

- Brenda stated that she is having problems with another home owner and asked for assistance with handling the situation.
- Bruno stated that the emergency number needed to be updated as Heather is no longer employed with us. Since the meeting the emergency number has been updated.
- James Cottle had a noise complaint about a resident in building 6
- Ingrid Hunt asked that we verify that her address is correct.

The meeting was adjourned at 9:17 PM.