

# Bay Club

## Board of Directors Meeting

Date: 09.15.2014  
Place: Alpine Bank Conference Room  
Time: 4:00 PM  
Minutes Recorded By: Pat Miller

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### Call to Order

4:00 PM

### Attendees

Board members present: Janis Taylor, Randy Beeson, Laurie Helmick, Craig Kinney and John Fleming. Pat Miller, Community Association Manager; Jon Obel, Area Community Manager; and Bob Towne Property Manager represented Wilderndest Property Management. Wilton Anderson, HOA attorney, was also in attendance.

### Minutes

The July 30, 2014 Board Minutes were presented for review.

**RESOLUTION: Upon motion made, duly seconded and passed unanimously, the minutes of the July 30, 2014 Board Meeting were approved as presented.**

### Financials

As of July 31, 2014:

Balance Sheet

- Total Assets - \$221,728
- Total Liabilities - \$42,525
- Total Members Equity - \$179,203

Income Statement

- Year-to-Date Total Operating Income was \$34,165. Year-to-Date Total Operating Expenses were \$32,808. The Year-to-Date Total Operating Net Profit was \$1,357. Year-to-Date the budget had projected to be at a \$3,287 Operating Net Profit. The negative operating variance of \$1,929 is principally made up of 2 items that are expected to be near budget by year end.
- The Year-to-Date Total Reserve Income was \$8,664.51 and Year-to-Date Total Reserve Expenses were \$3,872. Year-to-Date Reserve Net Income Profit was \$4,792. The Reserve Net Income is expected to be greater than budget by year end.
- Two \$25,000 CDs with a 12 month term were purchased in
- september. They will yield .40% APY.

## **Property Management Report**

We had a good summer with minimal issues.

The landscaping went well and several bushes were replaced in the courtyard.

The pest problem seemed to go away in July and has been good for the rest of the summer. Pest control will be scheduled as needed next summer.

We had 1 sprinkler line leak that Greenscapes repaired.

The sprinklers have been turned off for the summer and will be blown out by Greenscapes next week.

We will fertilize the grass this month.

I will test the heat tape on the first snowfall that we have.

The Hot tub has been running well with no issues. Having extra filters has worked well.

The stairwell touch-up painting went well.

I replaced 1 step on the stairwell of unit 115. I will be replacing 1 step on the stairwell of unit 201.

We will be installing the signs for the hot tub parking before the winter.

We will install the plowing markers before winter arrives.

There is 1 fire sprinkler head leaking in unit 116. Phoenix Fire will be out to replace the head and perform the yearly fire pipe inspection

Seven Decks need repairs and hopefully these repairs can be done prior to winter, weather permitting.

Mac Services will perform unit inspections for \$75/unit. They will provide a price list for needed repairs. These inspections will occur mid to late October.

Recycling was discussed.

**RESOLUTION: Upon motion made, duly seconded and passed unanimously, the Board approved discontinuing recycling effective January 1, 2015.**

A Board Member will look into buying two chairs to be used around the hot tub.

**RESOLUTION: Upon motion made, duly seconded and passed unanimously, the Board approved mandatory bimonthly security checks starting October 1, 2014 which will continue year round. Owners at home at the time of a scheduled security check can opt out.**

## **Other Business**

- Capital Projects Update
  - Asphalt Repairs – The revised contract has been signed and A Peak has the project on their schedule to be completed prior to winter. Crack fill will be done following

the asphalt project if weather permits. If weather prohibits the crack fill, it will be rescheduled for the spring. If the crack fill is not done in the fall, property management will sweep out the loose aggregate.

- Paint Stringers – This job is complete and looks real good.
- Upper Decks – The Board and property management will research options for replacing some of the decks.
- Unit 208 Long Term Rental – A long term lease for \$2200 has been signed. The management company will charge 25% the first month and 12% each month following. This will help the HOA recoup the lost income.
- Unit 116 and 216 – Owner disagreements and accusations of rules violations was discussed. A letter will be sent to the owners suggesting that they participate in mediation.
- Unit 114/Timeshare – It was determined that Unit 114 was not a time share but a LLC in which the owners have undivided interest in the unit.
- Furnishings on Decks – No changes were made to the deck policies.
- Dog Policies – Issues concerning dogs was discussed. The Board asked the Community Association Manager to reach out to the Animal Control Officer in Frisco for requirements owners have to fulfill concerning animal complaints prior to town intervention.

**RESOLUTION: Upon motion made, duly seconded and passed unanimously, the Board approved retaining attorney Wilton Anderson to write a pet policy for the HOA with the cost not to exceed \$500.**

- Insurance Claim/Status of Affected Property – The deductible has been billed back to the owners of the unit. The work is complete and awaiting the final payment from the insurance company. A check for the carpet was given to the owners.
- Other Business
  - Minutes – Editing of the minutes by Board Members was discussed. The Community Association Manager will continue to get minutes out in a timely fashion and the Board will attempt to get edits to the Community Association Manager as quickly as possible.
  - Courtesy Letters to Owners – The Community Association Manager will send a copy of all courtesy letters/warning fine letters to the Board once they have been issued.
  - Marijuana Survey – The Community Association Manger will put together a survey on marijuana and cultivation of marijuana. She will have it approved by attorney Wilton Anderson prior to sending it to owners.

#### **Date of Next Board Meetings**

January 26, 2015	4:00 PM
March 23, 2015	4:00 PM
June 20, 2015	4:00 PM

#### **Executive Session**

The Board adjourned to Executive Session at 6:11 PM. The Board adjourned to the regular meeting at 6:36 PM.

**Adjournment**

The meeting adjourned at 6:38 PM.