

The University Village Homeowners Association Minutes
March 17, 2014

Present: Arthur Trapp, President
Sheila Maio, Vice President
Robert Oyer, Treasurer
Deborah Deming, Secretary
Michael Mellinger, Property Manager, Z & R

Meeting Started 10:00 a.m.
Meeting Adjourned: 12:15 p.m.

Last meeting minutes for the Board meeting on January 20, 2014 were approved.

Manager's Report: Mike mentioned that the satellite dish at 5613 needs to be removed. It is in a poor location and had no prior approval before installation.

Mike also informed the board members of a leaking faucet in the unit at 5637 University Village View. The owner of that property filed a claim with her insurance agent and that insurance agent had contacted Mike to see if the HOA could be held responsible for the damage. The HOA is not responsible since water damage inside a unit is the responsibility of the owner.

A few line items on the Financials for January and February were addressed by Mike. He explained that the accounting fees were over budget due to the mailings for the Limited Amendment CC&R. He also mentioned that R&R Imaging is our website provider.

Art questioned the amount of the reserves and Mike will research. Mike did mention that bookkeeping is taking the wrong amount out of reserves (\$1,339) for both January and February when the amount should have been \$1,399 as shown in the budget. He said that these figures will be adjusted to show the correct amount. January's figure for general maintenance was over budget due to the removal of the graffiti.

Mike stated that the Accounts Receivable amount of \$50 shown on the Balance Sheet dated 2/28/14 should be 0. That will be corrected. The Accounting Fees for February were high because of the 2013 audit. The line item for Insurance Workman's Comp was for the premium that is paid once a year.

Bob asked where the reserve money is being held. Mike stated the money is kept in a mutual fund that can be accessed easily. He mentioned that a portion of this money could be put into a certificate of deposit (CD) if the board so desired. Art suggested leaving the money where it is.

Art asked if there were any legal fees that will need to be paid in the near future. Mike said there will be legal fees for filing the covenant amendments. A scanned copy of each vote needs to be recorded. Mike will be sending out the limited covenant amendment to all owners and letting them know that it was filed with the County and that the BOD can begin operating under that now.

Sheila submitted a request for reworking the downspouts on her property due to snow and ice build up. She abstained from voting; the request was approved by all Board members.

Deborah Deming will also be submitting a request to have the downspouts reworked on the building at 2251-2269 Golden Gate Grove due to the same problem. She will follow the same procedure that Sheila used with her property.

Continuing Business: The grade at 2251 Golden Gate Grove and the drain at 2263 Golden Gate Grove will be addressed when the weather gets warmer. Mike will obtain bids.

New Business: The possibility of changing the trash service from Waste Management to Bestway Disposal was discussed. A 30 day notice is all that is needed to cancel our present trash service. We are currently paying Waste Management \$1,661 per month and the bid from Bestway was \$1,368 per month. The fuel charge will be slightly different for each company. Bestway also offers recycling at a cost of \$5 per month per unit. Bestway and Z&R will both let owners and tenants know of this additional feature should the Board decide to change over to Bestway Disposal.

Sheila moved that Mike speak with a representative of Waste Management letting them know that the Board is seriously considering changing our trash service provider due to the lower bid received from Bestway Disposal and to give them an opportunity to lower their rate to keep our business if they so desire. Bob seconded the motion and all were in favor. Depending on the outcome, and if Bestway still comes in at the lower price, Mike will notify Waste Management of the change to become effective May 1st. If Bestway gets our business, the new trash pick up day will be on Tuesdays. The first pick up would be May 6th.

Deborah Deming will be providing Mike pictures of where the proposed metal railings for her two building on Golden Gate Grove will be located. Since the drop off from the front porches on three units are severe, do not meet code and are safety issues, they require hand railings. Mike has already received sizes and pictures of the material to be used; all that is necessary now is the placement of the railings.

Since the BOD meets with Mike to walk the project each spring, it was agreed that May 13th at 10:00 would work with everyone's schedule. Mike will bring information on the next areas previously agreed on for xeroscape.

Art requested that Mike send out a current copy of the rules and regulations so the Board can address key issues for the May meeting.

Hearings: There were two hearing notices sent out during January for trash totes left out. One was for 5710 Appalachian View and the other for 5682 Appalachian View. Both units are owned by the same person. Since violation letters were sent in the past, and this is a reoccurring problem, Sheila moved that we fine this owner \$50 for each unit (a total of \$100) per the fine schedule and policies and to do so for future offences.

Regular violation letters are sent out standard mail; hearing notices are sent out by certified, return receipt requested mail.

The next Board of Directors meeting will be held on May 19th at 10:00 at the offices of Z & R Management Company.