

Montgomery West HOA Board Meeting
September 17, 2019

Board Members in attendance: Rod Olaya, Michele Heffner, MaryAnn Holleran and Lula Davis, President Vincent Delgado participated via teleconference

Non- members: Cheryl Horton and Maureen Serieux

Opening: Meeting was called to order at 7:09 p.m. Motion made and unanimously adopted to approve the May 21 board minutes, with a minor correction.

Treasurer's Report: Profit/Loss budget vs actual is within the normal limits with HOA quarterly assessments of \$10,000. Two items in the 2019 budget had very small increases, less than 10%--storage unit, and the fee charged by the cloud host of Quickbooks (which permits both the treasurer and our bookkeeper remote access) .

Status of outstanding accounts (aging summary): 11 homeowners are one quarter overdue
2 overdue two quarters
3 overdue three quarters (letter from Board)
5 overdue greater than 3 quarters (if no funds are received for the 3rd quarter assessment, these accounts will be forward to the attorney)
1 property under lien, lawsuit filed – a significant amount of the overdue amounts have been paid, but the account remains with an outstanding balance with late fees assessed
Another property intent to file second lien
A property under a payment plan has fallen behind, but homeowner assures treasurer that a payment is forthcoming.

Balance Sheet: The HOA continues to be financial strong. The account balances for checking, saving reserve fund are all in line with what has been recommended by CCOC. The auditor has recommended that the HOA conduct an asset replacement survey, the last survey conducted was in 2012. The asset replacement survey covers the depreciation of those items which might have to be replaced/repared by the HOA in the coming years, i.e., retaining walls, restoration/painting of parking slot numbers in the townhouse areas. The Board agreed that a complete asset replacement study should be conducted in the fall. This comprehensive study would assist the Board in recommending increases in our reserve fund to cover any such improvements.

Account Reconciliation: Accounts reconciled and ready for signatures.

Proposed 2020 budget: Treasurer presented board with proposed 2020 budget with slight increases to the above noted items: unit storage fee and cloud hosting. Snow removal line item (5235) was zeroed out since no actual funds have been used for past several years. By motion and adoption of said motion, Board unanimously approved the proposed 2020 budget as presented by the Treasurer.

AERC Committee Report: Spring violations letters were sent out to homeowners who had AERC violations—mostly minor. One homeowner continues to have violations and said homeowner has fines accruing each quarter violation is not corrected. The County will be notified of these violations which may have some health implications. Another property owner has indicated to the AERC Chair that corrections will be made soon to issues that were noted during the spring survey.

Board voted to accept the proposal for another 1 year contract with Greenlink (provider of landscaping/lawn services). While some past minor issues have been noted, recently issues that have been brought to their attention have been handled in an expeditious manner. The cost of the contract is the same amount as the previous year. Several homeowners noted that the creek bed area abutting the townhomes has been and continues to be used as a dumping area. Board asked AERC Chair to reach out to Greenlink to get an estimate of the cost of cleaning up the creek bed.

AERC Applications: None have been received. However, Board noted that it should be stressed in the upcoming newsletter that prior to any and all modifications/adjustments to HOA property, an AERC application must first be approved—this is especially important if a homeowners is changing the color of a door while keeping the old color on shutters.

Common area delimitation: Board agreed that this survey should be scheduled asap. The treasurer will research and recommend an appropriate company to engage with respect to cost and timing. Having this community delimitation specified will help the Board make future decision about potential tree removals which may be the HOA's property. This is especially critical in view of a number of recent issues that have arisen with respect to some trees that might have some impact on community homes.

Fall Survey: The Board agreed that a complete fall survey should be conducted to ascertain what projects the HOA might embark upon in terms of making the necessary repairs/modifications/removals which might be undertaken in the future, i.e., retaining wall, tree removals. The AERC Chair will make suggestions about proposed date for survey.

Bulk Trash Pickup for Fall: Inquiry will be made with Ecology Services about whether or not a fee would be assessed if we had a fall collection. Any information about a potential fall bulk pickup will be noted in the Fall Newsletter.

Annual Meeting Preparations: Homeowner Steve Kwilas has arranged the use of a room at Strawberry Knoll. Board officers have been assigned various tasks in preparation for the fall meeting. The Board intends to have nomination forms, ballots and proxies sent to HOA members in early October. A number of board positions will be open and HOA members are currently being recruited to consider serving. The aforementioned HOA members in attendance at tonight's meeting, Cheryl Horton and Maureen Serieux, are being encouraged to run for board positions.

Community News/County Liaison issues: Ideas and issues for fall newsletter welcomed.

Parking within the community continues to be an issue. The newsletter will again stress the importance of courtesy and kindness to your neighbor.

Pet waste removal/disposal is another issue within the community and continues to have impact. The Board reminds homeowners that your pet is your responsibility, and as a responsible homeowner, please clean up after your pet so that our community continues to be attractive and pleasing to potential buyers and also to our current owners. Fall newsletter will stress the importance of being a responsible pet owner and considerate of neighbors.

Covenant sign policy: Board agreed that this issue will likely be of interest to members of the community. Previously, the Board reached out to all homeowners seeking feedback on the signage

issue. Most homeowners were not aware that the covenants prohibited signs, security or otherwise. Very little feedback was received, and of that received, none of the homeowners expressed any interest in updating the covenants at this time. Last year, a mediation agreement regarding signage was entered into by the Board, CCOC and homeowners. Therefore, in view of the agreement and with little interest on the part of homeowners, the Board is of the opinion that no further action is warranted at this time. In the future, should this issue arise, the Board feels that it should be addressed on a case-by-case basis.

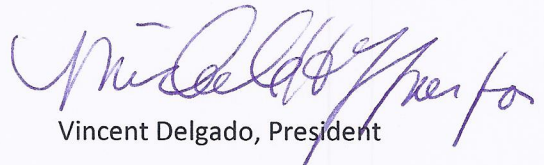
No further business.

Meeting adjourned 9:03 p.m. Motion made and adopted unanimously to adjourn since no further business.

Remaining meeting dates: October 15 and annual meeting November 12

A handwritten signature in blue ink, appearing to read 'Lula Davis', with a stylized, cursive script.

Lula Davis, Secretary

A handwritten signature in blue ink, appearing to read 'Vincent Delgado', with a stylized, cursive script.

Vincent Delgado, President