

# HORIZON HEIGHTS CONDOMINIUMS

## BOARD MEETING MINUTES

DECEMBER 18, 2018 @ 5:00 PM

- I. Call to Order by Neil Boyd and quorum established @ 5:05 pm
- II. Open Forum
  - a. Dog waste is not contained within the dog waste stations. Board and building reps to keep an eye out on repeat offenders
  - b. Commercial vehicles should not be parked on private roads, otherwise will be ticketed
  - c. Documentation showing greenspace areas have been obtained by an owner. Owner to email Edge customer service with this documentation asking for clarification around missing greenspace
  - d. Building O has a leak coming from the roof as well as a paint drip from the stucco. Owner to submit pictures to FCA for follow-up
- III. Review and Revisions of Agenda
  - a. Open forum to be held towards the end of the meeting to accommodate late attendees
- IV. Approval of Previous Minutes
  - a. Board approves minutes from Nov. 12<sup>th</sup> with the caveat that changes provided by board are updated
  - b. Updated minutes provided on Dec 21, 2018
- V. Officer/Management Reports
  - a. Monthly Financials through November 30, 2018
    - i. Board to determine how often and how much reserve transfers are to be performed. Recommended transfer amount is \$50/unit per month
    - ii. Placement of reserve funds (i.e. annuity, CDs) to be determined by the Board Treasurer
    - iii. FCA to send new maintenance company bids to the Board for review. Jack to send his referral's contact information
    - iv. As of Dec 18<sup>th</sup>, all business with Maxx is to be terminated
- VI. Old Business
  - a. Pet Waste Stations
    - i. Neil to determine if a deal can be made with other communities around the bulk purchase of pet waste stations
    - ii. FCA to send over a proposal for placement of additional pet waste stations
  - b. HTCHOA/UTA corridor
    - i. No updates
  - c. Stairwells
    - i. Board to provide number of buildings that need brackets installed for stabilizing the stairwells. Price is \$40/bracket. Each building would need two brackets
    - ii. Edge won't fix/patch stairwell unless stairwell crack depth is an ¼ inch on concrete.
  - d. Fine Policy
    - i. Draft policy provided by FCA to be reviewed by the Board
    - ii. Separate fine policies are requested by Board. FCA to confirm if this is feasible
  - e. Exterior Photocell Garage lights
    - i. Not discussed
- VII. New Business
  - a. Committees
    - i. Board is still finalizing committee participants

- b. Parking Study/ Contracts Upcoming/ 2019 Budget
    - i. Not discussed
  - c. Additional Procurements (TV)
    - i. Smart TV and security mount has been approved by board. Budget for TV is ~ \$320 for 49" LG TV. Volunteer to install the TV
- VIII. Adjourn of the meeting by Neil Boyd @ 6:40pm