



## Meeting Minutes Board of Directors Meeting December 9, 2016, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Monday, December 9, 2016. Present at the meeting were Directors Kurtus, Kyle, Lazaris, O'Connor, Price, Slaven, and Sangrey. Executive Director, Carol Cook was also present.

**Call to Order** - The meeting was called to order by President Sangrey at 7:00PM.

**1. Appeals to the Board** – none

**2. Visitor Comments & Letters to the Board**

- a. 8 Monticello – The owner of 8 Monticello attended the meeting to discuss the encroachment of his water feature on Common Property and the fact that he was concerned that MPHOA staff would ask him to remove the feature. Director Sangrey informed the owner that the Common Property Committee had reviewed the feature and is not going to ask him to remove it at this time unless something happens that makes removal necessary. Director Sangrey went on to say that the real issue is that the water feature is built on sensitive lands and the City is now saying that infrastructures built on sensitive lands must be removed unless previously permitted by the City. Most likely if a complaint occurred regarding the feature, then the owner could be asked by the City to remove it. Currently, our staff will honor the quality of the encroachment and not file a complaint; however, as our Landscape Department moves forward to address a master plan for the stream, the City may want to address the water feature. The Board and the Mt. Park Landscape Staff will develop a plan to rework this area and will keep the owners in the loop on all new developments.
- b. 12 Monticello – the owner attended the meeting to support the owner of 8 Monticello in regards to the water feature and would like to be kept in the loop on decisions made regarding this issue.

**3. Reading and approval of minutes**

Director Kyle made a motion to accept the November 29, 2016 minutes as amended. Director O'Connor seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).

**4. Reports**

- a. Executive Director – November financials and KPI deferred until January 2017.
- b. Architectural Committee – December report deferred until January 2017.
- c. Home Care Committee – December Untenanted Houses, Fine/Assessments; Condo/TH Home Care Status reports were reviewed. Director O'Connor on behalf of the Home Care Committee suggested that the Board pursue foreclosure on 3 Mt. Circle and 156 Kingsgate as the homes were untenanted and not maintained. The Board understood the concern but agreed to the following action: 1) Take a more

aggressive role with the City to take action with the bank; 2) Continue to use 9 Juarez as a test foreclosure case; and 3) Continue minor investments of cleaning up the property.

- d. Clubhouse Committee – December report deferred until January 2017.
- e. Reserve Committee – December Reserves update.
- f. Finance Committee – December report.
- g. Common Property Committee – December report deferred until January 2017.

## 5. Resolutions

- a. **2017 Operating Budget** – The Board reviewed and discussed the proposed 2017 Operating Budget. Director Kyle, on behalf of the Finance Committee, made a motion for the Board to approve the 2017 Operating Budget. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).
- b. **Bad Debt Write-Offs for 2016** - The Board reviewed and discussed the proposed 2016 Bad Debt Write-Offs. Director Kyle, on behalf of the Finance Committee, made a motion for the Board to approve \$27,878.25 in write-offs of uncollectible accounts for 2016. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).
- c. **2016 Currie-McLain Engagement Letter** - The Board reviewed and discussed the proposed Engagement Letter from Currie-McLain to complete our 2016 audit and tax preparation. Director Kyle, on behalf of the Finance Committee, made a motion for the Board to accept the Currie-McLain Engagement Letter for the 2016 audit and tax preparation. Director Sangrey seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).

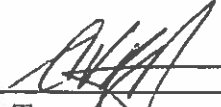
## 6. Old Business

- a. Recommendations from Home Care Committee and Architectural Committee regarding fines – Director O'Connor reported that the Home Care Committee discussed the issue and agreed that a higher fine was needed to get owners attention. Director Price reported that the Architectural Committee discussed the issue and are in favor of a \$200 fine, thought they did not have a motion at the last meeting. The Board requested that the two Committees review and prepare a report for the Board on the following elements of this issue: 1) the size and application of a fine, and 2) what level of work on a property constitutes an Architectural application.
- b. 138 Del Prado – The Board reviewed a report from the owner indicating that all projects had been completed. Executive Director Cook reported that the CC&R Director had reviewed and approved the changes.
- c. Seismic Retrofit Project – Director O'Connor presented a letter written by the MPHOA staff, approving the project to be broken into two phases: 2017 – completion of the Banquet Area and Playschool retrofit and 2018 – completion of the Pool, Sports Court and Cardio Room retrofit. The Board agreed that Bremik Construction could be notified so that scheduling the project could begin; however, final project costs would need to be reviewed and approved by the Finance Committee and the Board of Directors.

**7. New Business**

- a. 2017 Board Meeting Schedule – the proposed 2017 Board Meeting schedule was reviewed and approved by the Board.

**Adjournment** – At 8:40PM., the meeting was adjourned.

  
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Secretary Treasurer