



## Meeting Minutes Board of Directors Meeting February 28 2017, 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 Tuesday, February 28, 2017. Present at the meeting were Directors Kurtus, Kyle, Lazaris, O'Connor, Price, Sangrey and Slaven. 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

The following homeowners sent a written request to the Board to waive their \$50 assessment late fee: 3834 Botticelli; 2 Condolea Drive; 40 Cervantes Circle; 86 Kingsgate Rd. #G-102; 76 Oswego Summit; 4057 Jefferson Parkway; 3826 Botticelli; and 9 Spinosa. The homeowners of 40 Cervantes Circle and 9 Spinosa were the only homeowners in attendance at the meeting.

Director Kyle made a motion to waive the \$50 assessment late payment fee for the homeowners residing at 40 Cervantes Circle and 9 Spinosa as this was their first occurrence of late payment to the Association. Director Slaven seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).

Director O'Connor made a motion to waive the remainder of the late fee fines as requested if the homeowner were to sign up for ACH. Director Sangrey seconded the motion, and upon vote by the Directors, the motion failed (2 Yes- 5 No). Directors Kurtus, Kyle, Lazaris, Sangrey and Slaven voted No.

Director Kurtus made a motion to waive the remainder of the late fee fines as requested if this was their first late payment as well as to empower the staff to waive any future late fees if it was the homeowner's first late payment. Director Lazaris seconded the motion, and upon vote by the Directors, the motion passed (5 Yes- 2 No). Directors O'Connor and Price voted No.

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

Director Sangrey read a letter to the Board from a homeowner about the lack of clarity of the Architectural Review Process. He encouraged the Architectural Committee to give more specific guidelines to Mt. Park HOA staff in requesting an application from a homeowner.

### 3. Reading and approval of minutes

Director O'Connor made a motion to accept the February 13, 2017 minutes as amended. Director Kurtus seconded the motion, and upon vote by the Directors, the motion passed (7 Yes-0 No).

### 4. Resolutions – None

## 5. Reports

- a. Executive Director – January financial report (draft). Executive Director Cook reported that classes were less in January due to the inclement weather. Also, the Board discussed the 170 surplus yard debris bags picked up in January and that the Landscape Operations Managers recommendation was to pursue paying an outside contractor pick up surplus bags only during spring and fall. Executive Director Cook asked the Boards permission to adjust the salary budgets for January and December 2017 such that the budgets would better align with the actual pay period and wages pay out in these months. There would be no change in total budget and the change would assist in the management of the budget. The Board agreed to the request.
- b. Architectural Committee – February report.
- c. Home Care Committee – no report.
- d. Clubhouse Committee – no report.
- e. Reserve Committee – no report; no updates.
- f. Finance Committee – no report.
- g. Common Property Committee – February report. Director Sangrey highlighted several items: 1) Yard Debris – the Landscape Operations Manager would be making a recommendation soon regarding the pickup of surplus bags. 2) Encroachment – The Committee is working on addressing the remaining fewer than twenty active encroachments. 3) Drainage – we have numerous issues with drainage that most likely the City will require the Association to address. Drainage is on the agenda to be further discussed in future Common Property Meetings.


## 6. Old Business

- a. 138 Del Prado – The Board reviewed a letter that was sent to the homeowner requesting that he submit a plan to remove that his pool house and fence from Mt. Park HOA Common Property by March 31, 2017 and the encroachments corrected by July 31, 2017.
- b. Letter from Attorney – Tree near 71 Hidalgo – The Board reviewed an independent arborist report regarding the health of the tree in question which indicated that the tree posed low risk to the people, structures, and property of 71 Hidalgo.
- c. 9 Juarez Update – Director Price reported that the 2<sup>nd</sup> mortgage company had now stepped up to make a claim on the foreclosed property; however, the 2<sup>nd</sup> mortgage company's claim would be secondary to the 1<sup>st</sup> mortgage company and Mt. Park HOA.
- d. Communications – The Board further discussed ideas for Communication. Director Kyle mentioned that a slight change in wording on the “Important Information” document that went out to homeowners with the ballot could have made the presentation of the information have a more friendly tone.
- e. Clubhouse Parking – The Board reviewed and made an amendment to the proposed Clubhouse Parking Policy. Director O'Connor made a motion to approve the amended policy. Director Price seconded the motion, and upon vote by the Directors, the motion passed (7 Yes- 0 No)

- f. Annual Meeting Presentation Review – The Board reviewed the Annual Meeting Presentation prepared by Executive Director Cook and recommended several changes. A final draft will be reviewed prior to the next Board Meeting.

**7. New Business**

**Adjournment** – At 9:00PM., the meeting was adjourned.

  
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Secretary Treasurer