

Harrisburg Estates Owners Association

Bi-Monthly Board Meeting September 17, 2016

Jeff Carter, President, called the meeting to order at 10:05 a.m. in the clubhouse. A quorum was present with the following directors in attendance: Jeff Carter, President; Jean Reed, Vice President; Donna Jo Judson, Treasurer, Richard Sevcovic, Secretary; Sue Brooks and Betty Hobbs. Absent: Joe Lamb

Twenty-two (22) homeowners were in attendance.

The Board dispensed with the reading of the previously approved minutes from the July 16, 2016 Bi-Monthly Board meeting.

**NEW ITEMS NOT ON AGENDA:**

The Board met in Closed Executive Session Friday, September 16, 2016, 10 AM in the upstairs Board Room to discuss personnel matters.

**TREASURER’S REPORT:** Donna Jo presented the Treasurer’s Report of bank balances, CD’s, petty cash, and the Reserve Fund.

<b>Reserves: \$214,339.34</b>	<b>Operating Account, Zions Bank: \$48,087.19</b>
The Village/Cache Bank: \$54,533.98	<b>Payroll Account, Zions Bank: \$7661.41</b>
Town & Country Bank: \$52,385.56	<b>Other Accounts: \$3559.36</b>
Town \$ Country Bank: \$26,197.25	Activity Committee: \$1404.29
Wells Fargo Bank: \$81,222.55	Harrisburg Improvement: \$1421.57
	Harrisburg Views: \$733.50
	<b>Petty Cash: \$150.00</b>

**ADMINISTRATIVE REPORT:** Donna Jo presented the Administrative report. We are not collecting dues on a couple of properties.

**MAINTENANCE REPORT:** Steve Anderson presented the Maintenance Report. Highlights included: (1) a summary of in-house road work that was accomplished this summer with a crew comprised of Steve, Warren Brooks, Stan Roberts, David Walsh, and Oscar Stephenson. **This was a tremendous savings to the Association.** Steve and Warren started with patching on Cottonwood then the crew resurfaced all of the Cottonwood loop. 26,000 sq. feet were covered which is approx. 1/5 of our park. The work will be done based on a 5-year rotation, with a 7-year life expectancy of the material used. Cost was \$0.10 per sq. ft. (2) The pool will be re-plastered the week of October 24. The time frame for the proposed deck work around pool will be readjusted due to Steve’s work schedule. (3) The 3 dying willow trees in the Picnic Area will be removed September 26 by a tree service. (New trees will be planted at a future date by HIC.) (4) Watering has been cut-back from 5 days to 4 and next week will be 3.

**ACC REPORT:** Sue Brooks presented report. Still need a Chairman. Only a few projects. Homeowner submitted ACC request to remove large pine tree behind his property on Common Ground along with several others on his property then replant replacements.

**HIC REPORT:** Sue Brooks presented report. (1) A bobcat was hired for 2 hours to salvage large rocks placed by dumpsters to be relocated within our front landscaping and on Cottonwood. (2) Relocated 8 yucca plants from around park to front landscaping. (3) Community garden done for this year but, still may do plantings. Need to hand-water, timer possibly installed next year. (4) Will plant new trees in Picnic Area to replace removed willows. (5) Warren created rock garden with rock planters along Redbluff (on KOA property). (6) Work meeting will be scheduled soon for Fall Clean-Up out front.

**ACTIVITY REPORT:** Terri Perkes presented report. Upcoming October/November activities presented and will be on monthly calendar. Ice cream Social 6 PM September 18.

**DOCUMENTS REPORT:** Alexis Sevcovic presented the report. Rental Package, Policy Resolutions and the amending of Rule allowing Limited Use of Alcohol in the Clubhouse are completed. Two (2) Committee members resigned in August. Requested Board notify Documents Committee as to our specific tasks as we begin our review of the rewritten CC&Rs we received from the lawyer. Four (4) specific areas the Board may want the Committee to look for and address with comments are: (1) sections that may now be Code Compliant that just do not apply to Harrisburg, (2) added text or changes we feel Harrisburg does not want to include, if legally able to be eliminated, (3) review and question what the lawyer may have eliminated that we think is important for Harrisburg to keep and (4) comment on new items, revisions or clarifications the Association may want to consider adding or incorporating into our Documents. The lawyer has brought our CC&Rs into compliance with the new Utah laws and this is the opportune time for us to do a complete review.

**OPEN FORUM:**

Homeowner questioned if still considering painting Fire Lane markings on roadway by rear gate on Arch View. Yes, this will be done, but at a later date.

**NEW BUSINESS:**

Discussion and vote on amending By-Laws, Article VIII, Section 4 to allow the option of rolling over excess operating monies to either the Reserve Account or the following year's Operating Account. Rich made a motion to accept the option and be written into our By-Laws, seconded by Jean, approved unanimously.

Discussion and vote on amending Policy Resolution #11 to reflect a 30-year Reserve Schedule. Ours was currently 15 years. Donna Jo made a motion to amend Policy Resolution #11, seconded by Sue, approved unanimously.

Discussion regarding working on the Operating and Reserve Budgets at the same time. No need to readdress Reserve Budget at this time since professional review recently done. Nov. 3, 8 and 10 scheduled to work on Budget. Donna Jo made a motion to allow Reserve Budget (with input from Steve) and Operating Budget to be addressed at the same time, seconded by Betty, approved unanimously.

Reviewed and voted on the previously distributed Rental Package Documents. Donna Jo made a motion to accept the Application for Rental/Lease as amended, seconded by Rich, 5 approved, Sue abstained.

Reviewed Policy Resolutions #17, Association Assessment/Rent Collection. Rich made the motion to accept Policy Resolution #17 as written, seconded by Donna Jo, approved unanimously.

Reviewed amending Policy Resolution #9, Fines for Violations of Rules, to address fines for non-compliance with new Rental Amendment. Donna Jo made a motion to accept Policy Resolution #9 as amended, seconded by Betty, approved unanimously.

Reviewed wording for Paragraph E4 of the Rules and Regulations which formalizes the previously passed change allowing Limited Consumption of Alcohol in the Clubhouse. Donna Jo made a motion to accept the rewording as amended, seconded by Rich, 5 approved, Sue abstained.

Reviewed Property Rental Process and Procedures. Rich made a motion to accept as written, seconded by Donna Jo, 5 approved Sue abstained.

12 p.m. Board adjourned upstairs to Closed Executive Session to address Incident Report.

12:45 p.m. Board reconvened and reported that the issues stated in the above mentioned Incident Report will be addressed.

**NEXT BI-MONTHLY BOARD MEETING DATE: November 19, 2016 10AM @ Clubhouse**

Donna Jo made a motion to adjourn the meeting, seconded by Rich, approved unanimously. Meeting adjourned 12:45 p.m. with 1 homeowner in attendance.

Respectfully submitted,



Richard Sevcovic, Secretary

The foregoing minutes approved by a majority of the Board of Directors via e-mail and telephone on September 20, 2016.