

## **Minutes**

Reflections of Walnut Creek II Owners Association  
Board of Directors Meeting  
April 4, 2011

### **Attending**

Rita Pierson  
Michelle Parriott  
Carter Rowles  
Swayne McCauley  
Kate Valish  
Adrian Simons, Beck & Company

The meeting was called to order by Rita at 3:45 pm. All board members were in attendance along with Adrian Simons, property manager.

### **Minutes from Previous Board Meeting**

The minutes from the previous meeting are still unavailable at this time.

### **Financial Report**

Adriane reported that as of today the total balance is \$117,303.00 with only 4 owners delinquent. This is much lower than in months past so an improvement has been made in this area.

Board reviewed all HOA fee delinquencies and next steps for each (180 days past due results in foreclosure letter)

One owner has a large sum of HOA fees pre-paid. Adriane will ensure this was not done in error and that the owner intended to pre-pay this amount.

### **Old Business**

Paint & Gutter Bids  
Adriane reviewed paint and gutter bids with the board, fielded questions and gathered the board's preliminary input.

### **New Business**

The annual owners meeting will be held on May 16<sup>th</sup> at 6:45 pm. There are two board positions currently held by Swayne and Michelle that will be voted on during this annual meeting.

The board discussed the prospect of conducting the exterior renovation project in phases over multiple years in an effort to alleviate the financial burden on the owners. A special assessment will be required in order to build up the necessary funds to start the exterior renovation. The board voted in favor of presenting the exterior renovation assessment at the May 2011 owners meeting. The option that

the board will present is the collection of \$40K total before the close of 2011. The remaining assessments required will be revisited each year. Carter will present this option at the May 2011 annual owners meeting.

The declaration amendment topic was tabled by the board. John Duncanson will in the meantime continue to put the amendment in plain language that would be better understood. The previous version was too cumbersome and difficult for the board and the owners to interpret. John will present this at the 2012 annual owners meeting.

The reimbursement of sewer repair costs for unit #109 was discussed. The board voted in favor of reimbursing the owner in the amount of \$550.00 to cover the costs incurred. This amount is less than what the owner paid but the owner contacted a service provider and did not contact Beck & Company first to have them schedule the repair. The amount of \$500.00 is the cost that Beck & Company could have secured if they were able to use their preferred contractor for this repair. Therefore the board approves reimbursement to the owner in this amount only.

The board discussed sewer line repairs and possible new repair rules that would clarify the process owners need to follow when there is an issue. Kate will draft the new rules that address this and send to the board for review.

Adriane explained to the board that plumbing expenses are increasing year over year for the past few years. A majority of these costs are related to roots growing into the lines and damaging them. Carter asked for Adriane to report back to the board on what that increase has been over the past few years. Carter suggested we address this concern in the budgeting process.

Rita appointed Swayne to do the property walk through with her. Swayne will extend the invitation to all board members so that they can participate if they are available. Adriane requests that the comprehensive list of issues be turned into her following the walk through. These can include items such as blinds, shades, screens, AC units, fences, etc.

Rita requested that CTR refund the HOA for the missed garbage pick up on 4-1-11. Adriane will follow up with CTR on that item.

A new bank card was signed by Carter with Rita as the witness.

Michelle made the motion to adjourn the meeting at 5:35 pm and Rita seconded. The board voted to accept these motions.

**Minutes submitted by Kate Valish, Secretary.**

***\*\*Minutes approved by board on 4-8-11***