

## **Minutes**

Reflections of Walnut Creek II Owners Association  
Board of Directors Meeting  
September 6, 2011

### **Attending**

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

The meeting was called to order by Rita at 4:31 pm. All board members were in attendance along with Adriane Simons, property manager.

### **Minutes From The Previous Board Meeting**

Swayne made a motion to approve the June 2, 2011 meeting minutes and Rita provided a second to the motion. The board voted to accept these motions.

### **Financial Report**

The board reviewed the 2012 draft budget and asked any pertinent questions which were answered by Adriane of Beck & Company.

### **Old Business**

- a) Unit 93 request for waiver of \$124.00 plumbing fee. Owner attended the board meeting to present the details of the situation that occurred with Star Tech plumbing. The board reviewed the details that the owner provided. Rita made a motion to vote on the HOA paying for the charge and Swayne provided a second to the motion. The motion was not carried by the board. Beck & Company will provide the owner with contact information of a dispute mediation service that has worked successfully in the past with these types of situations.
- b) Larger recycling dumpster has arrived near unit #58 and the smaller carts were removed. Next steps include communicating the new location of the larger recycling bin to all owners. The new location is by unit #58. A notice will be placed on the information kiosk. An email will also go out to all owners that Beck & Company has an email address on file for. A notice will also appear on the next water bill. The notices will all include a reminder that all cardboard boxes should be broken down to maximize space.
- c) Gutter/fascia project approximately \$50K. The board agreed that the project should be scheduled to take place all in one year (2013) vs. taking place in two separate years. This approach will allow for a more synchronized color palette selection process as well as time for additional funds to build that will better accommodate the project.

- d) New condominium laws review completed. Discussed the application to Reflections II rules and regulations. Beck & Company will draft them; the board will review and provide feedback. When they are approved by the board they will be notarized and shared with all owners.
- e) Unit #90 is still non-compliant to HOA rules and regulations due to a litter/trash violation. A notice and fine was issued by Beck & Company. The owner requests a meeting with two of the board members. Beck and Company will notify the owner that they can attend the next scheduled board meeting to review any outstanding items.
- f) Swayne is planning a property walk through in the next month. Results will be reviewed at the next board meeting.

### **New Business**

- a) Owner of unit #48 has requested a designated handicap parking space. The board reviewed the details of this request. Rita made a motion to vote on this proposal and the motion was seconded by Michelle. The motion was not carried by the board.
- b) The board reviewed all delinquent accounts and discussed the appropriate next actions for the accounts.
- c) Stage two watering notice – Michelle will post the details of this change on the community kiosk. All owners are strongly encouraged to water by hand as much as possible to alleviate damage to landscaping during the current water shortage. Watering by hand is still permissible under stage two watering.
- d) Terry Tuttle water billing bid was received by Beck and Company. The bid is approximately \$250 lower per month than the current Severn and Trent average. The board asked Beck and Company for more supporting documents behind the bid for a more detailed review prior to making a decision to change vendors.
- e) The FHA approval for potential new buyers has expired. The cost to reinstate this is \$1500. Currently only 6% of Reflections II owners utilize an FHA loan. If potential buyers are using an FHA loan the spot approval process can still be used without this \$1500 reinstatement. The board would like to table this topic at this time. Rita made a motion to table the topic. The motion was seconded by Carter.

Swayne made a motion to adjourn the meeting at 6:14 pm and Carter seconded. The board voted to accept these motions.

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