

January 12, 2016

## Stillhouse Canyon Board Meeting Minutes

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### Attendees:

Carolyn Wright	President
David Green	Vice President
Kefren Greenstreet	Treasurer
Marc Duchon	Secretary
Seth Klempner	Member at Large
Mike Hill	Granite Properties

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Carolyn called the meeting to order at 6:35 pm.

November minutes were distributed. Carolyn moved to approve, Seth seconded, adopted.

### Owner Comments

No member comments

### Old Business

Finished building 10, walked 11 & 12 (walked two to determine if we can get a cost reduction). Both buildings looked like they were less repairs than the recent (high) average.

### Policies:

1. Carolyn working on two projects – no smoking project, which has been approved by our attorney. This would be a policy that the board has authority over (doesn't require a 2/3 vote). Common areas are off-limits to smokers basically. First time offender is a warning, second time is a fine at going rate (currently ~\$100).
2. Second policy – regarding when HOA will make repairs to damaged units
3. An issue of when Stillhouse/Granite needs to and how they intervene in water leaks, and assess investigation costs. First \$10K of any damage is the responsibility of the owner. Part of this is notifying owners of policy but also controlling HOA board costs.

David reported that the water usage difference (consumption) between Stillhouse and Neelys is smaller and that our usage is within historical norms. David projected an ROI on a main change (from 10 in. to 8 in.) of \$75K to be ~12 years. David will send his findings on how he arrived at this conclusion. Mike said he pays the bills every month and notices the \$4 - \$5K difference between Stillhouse and Neelys. Board will review data to understand the difference between the previous assumption of \$30K of savings vs. David's projection of \$4K.

Drainage issue shifted from individual unit bills to the HOA bill. As an association our budget for water/drainage will be over for 2016 budget as a result. Much of our recent fee increase will go towards paying this.

Won't be introducing any of the policies at the Annual Meeting.

Challenge with mailbox issue has been securing cooperation of the Post Office, as well as finding a locksmith willing to do work on something they may consider to be Post Office property.

Gate Code – Seth: everyone has shared the gate codes, it's not secure. Prefers deleting common codes like 1234, 7890, etc. and asking all units to select their own code. Currently have to dial Mike to get a personal code. That code dials a phone number allowing the resident to hit a button (star/pound) to allow or deny access. Mike: We could send a letter saying the code is going away and if you don't have a clicker or a phone registered in the directory, you need to get one because on X date, it will be going away. 3 ways to access the property: 1. Clicker 2. Personal access code (that they can share with very select few like family) 3. A directory that links to a resident's phone.

Probably 2-4 weeks to completely roll out the new phone policy. Seth made a motion to send a letter and give residents a window of time to make arrangements before the common codes are deactivated. Motion adopted and Mike will draft a letter to review.

### **New Business**

Actions taken by email – Satellite issue with bldg. 8., several on the roof that look bad. Seth proposed sending note to resident to move satellite dish in a matter consistent with the rules or the board will take action. Seth made a motion for the above for both dishes AND wires to be moved within two weeks of date of letter. Granite will use a trusted source to remove the items as needed.

David is monitoring the recycling dumpster carefully based on some incidents of the dumpsters overflowing.

[Kefren needed to leave the meeting at 7:54pm]

Carolyn briefed the board on the format of the annual and to prepare their various reports.

David and Mike meeting with Progressive to discuss dumpster issues.

Seth volunteered to help with the mailbox security issue if needed.

<b>Manager's Report</b>
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[MD – Update this information]

October 2015 Total Income:	\$37,306.02
October 2015 Operating Expenses:	\$39,165.59
October 2015 Non-Operating Expenses:	\$0.00

For October 2015, the association had the following summary of accounts:

Operating Account Balance:	\$2,664.95
Money Market Fund Balance:	\$220,419.14
Total:	\$223,084.09

Collections was 1.4% below budget for the year which Mike says is outstanding. Biggest glaring issue is water bill. \$423K total expenses on calendar year, 11% (!) above budget. Only about ~\$700 outstanding for collections.

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Carolyn adjourned the meeting at 7:59 pm.