

**AGENDA**  
**STILLHOUSE CANYON CONDOMINIUMS BOARD MEETING**  
**April 10, 2018**

1. Call to order

a. Attendees:

Carolyn Wright	President
David Greene	Vice President
Marc Duchon	Treasurer
Phil Rothblum	Secretary
Seth Klempner	Member-at-Large
Mike Hill	Granite Properties

b. Carolyn called the meeting to order at 6:30 pm.

2. Reading and Approval of the March Board Meeting Minutes

- a. Discussed inspection process, noted that check form and pictures are only required by Breehl, otherwise Mike inspects, approves contractor work.
- b. Carolyn marked up changes to that effect to the March minutes, but were not approved.
- c. Phil noted that Nov 2017 minutes are missing from Granite website
- d. Feb 2018 minutes (draft) will be posted on Granite website.

3. Owner Comments/Recommendations

- a. Anne Evenson, Unit 140, Building 7 in attendance. She had 4 points to make
  - i. Squirrel complaint, Mike's comments – building was inspected, traps were set. Mike will contact Joe at J.E. services and provide update.
  - ii. Rotted wood underneath balcony – Joe to inspect and provide update
  - iii. Rusted railing which could be a safety issue. Joe to inspect and provide update.
  - iv. Concerned about car break in's. Suggested a front gate security camera.

4. Old Business

- a. Status of general building repairs- the contractor is in the process of finishing up and will be providing the additional information requested for verification.
- b. Status of scheduled structural repairs- the structural repairs on building #15 and #16 have been completed and a problem behind building #12 has been identified and Oliver Foundation has been asked to investigate.
- c. Other

5. New Business

- a. Approval of all actions taken via email since the last Board meeting
  - i. March 14 - motion to elect board of directors, passed.
  - ii. March 20 - motion to accept quote for Building 16 and acceptance of approval form - passed.
  - iii. March 23 - action taken to remove package warning notice from mailbox area.
- b. Mike had a new chemical feeder system installed in the pool. System working as expected.
- c. Discussion about adding 'small' recycle bins in Phase 1. It was decided not to pursue at the moment. No motion made.
- d. Discussion about water notification policy using Neely's Canyon template.
  1. David made motion to revise emergency notifications. Motion not seconded.
  2. Motion made to pass Draft 2 with words 'cut off' changed to 'shut off' (see Appendix).

- e. Discussion regarding RV parked in Phase 1. Owner asked for 7 days to remove vehicle. Motion made to give owner 4 days to remove vehicle. Motion passed.
- f. Discussion regarding starting Neighborhood Watch Program. Decision to ask for volunteer(s) from the association in next newsletter.
- g. Parking lot lighting
  - 1. David, Phil presented current thinking on lighting improvements. It was decided not to significantly change the type or amount of illumination in the parking areas. The primary focus will be to decrease maintenance costs.
  - 2. Motion to evaluate LED lighting by
    - a. Replacing 3 pairs of fixtures with a new metal halide bulb and an LED bulb. Each pair will have a different LED bulb lumen rating. Motion passed.

6. Manager's Report

a. April 2018 Total Income:	\$ 42,200.78
b. April 2018 Operating Expenses:	\$ 60,092.84
c. April 2018 Non-Operating Expenses:	\$ 6,000.00

For April 2018, the association had the following summary of accounts:

d. Operating Account Balance:	\$ 6,851.44
e. Money Market Fund Balance:	\$239,453.72
Total:	\$246,305.15

7. Adjournment

Carolyn adjourned the meeting at 8:45 pm.

## **Appendix**

Water Shut-Off Notice: DRAFT #2

Proposed New Policy, 4-10- 18, drafted by C. Wright based on rule from Neely's Canyon

NEW COMMUNITY POLICY: #38 Water Cut-offs to Building for Repairs

If it is necessary for the Unit Owner to cut off the water to the building for renovation or repairs, it is the Unit Owner's sole responsibility to notify all of their neighbors in that building at least forty-eight (48) hours in advance (except in case of an emergency as described below) that the water will be cut off.

Such notice must be in writing and posted on the front door of each affected Unit. Each written notice must give the following information: the date, time of day and length of time the water will be cut off, contact information including name, phone number and unit where the Unit Owner can be reached in advance of the cut off, and the date the notice is posted.

In the event of an emergency when notice cannot be given 48 hours in advance, the Unit Owner must give as much notice as possible by contacting each neighbor in the building in person or by phone call if the cut-off is imminent. If you are unable to reach any neighbor in this manner, the Unit Owner must leave a written note on the door giving them the information specified in the notice above.

**THIS POLICY SHALL TO THE FULLEST EXTENT BE CONSIDERED THE "FIRST NOTICE" REGARDING AN OWNER'S OR OCCUPANT'S OBLIGATIONS CONCERNING THIS POLICY. ANY VIOLATIONS NOTED HEREAFTER MAY SUBJECT THE UNIT OWNER TO A FINE.**