

**MARSTON SHORES HOMEOWNERS
MEETING MINUTES
October 18, 2016, 3:00 PM**

BOARD MEMBERS PRESENT: Tom Guetz, Michele Salisbury, Jane Oberg, Vern Bullard and Sherry Benner.

OTHERS: Deb Bullard, Emmy Fisher, C.P. Estes and Ben Brown (attorney for C.P. Estes).

CALL TO ORDER: The regular monthly meeting was called to order at 3:04 p.m. by President Tom Guetz.

APPROVAL OF MINUTES: The minutes of the September 2016 meeting were reviewed and approved as presented. Oberg motioned, Salisbury seconded; vote was unanimous.

COMMITTEE REPORTS:

ARCHITECTURAL REPORT – Jim Carpenter.

- Phil Sims - #42. Brian got the contractor's information, and the documentation that was requested from Mr. Sims. This issues was closed. This is documentation only.
- David and Linda Crouse- #17. They are requesting new windows. One neighbor has approved; the other has not responded. The board approved the request as presented.
- Janice Ybarrondo - #30 – Brian got the request documentation. This issues was closed. This is documentation only.
- Templeton - #41 – Requested the installation of the 20 amp circuit for a future hot tub. One neighbor approved, there was not a response from the other neighbor. The Board approved this request with conditions: (1) permit obtained, (2) licensed electrician to do the work; (3) approval is only for the circuit, not the hot tub.
- Estes - #4 – wants to expand the front porch. Jim Carpenter left town before this plan was provided, so he has no comments. The other two Board members were provided the plans, but have not had time to review, and have not made comments. Ms. Estes owns the homes on both sides of unit #4 as well, so that requirement was waived. The owner has agreed to maintain the expansion once it is installed. The Board noted that there is nothing in the request that states the owner will provide the initial installation costs as well. The owner adding in hand writing that she would incur the costs for the initial installation. Brian provided a Restrictive Covenant Endorsement that would need to be signed and notarized by Ms. Estes. It will be sent to the attorney to review and approve. Bullard motioned to approve the request as submitted, pending approval from the ACC, and with the signed updated Restrictive Covenant Endorsement signed and notarized. Oberg second, vote was unanimous.

DECK REPORT – Vern Bullard had no report.

MAINTENANCE REPORT

Gutters - Brian met with the gutter company. Several downspouts and gutter extensions are being expanded from 2 x 3 downspouts to 3 x 4 downspouts. The cost will be \$125.00 per home. One downspout is built into the divider wall between to homes and must be taken apart to get the repair done. One gutter needs to have the edge caulked, since it is leaking behind the gutter and damaging the siding along the front porch at #16.

Painting - there are numerous painting issues that did not get addressed because the painting budget was capped. Bullard motioned to approve two additional days for Mr. Phillips to do paint touch ups; Oberg seconded; vote was unanimous.

Facing pieces – there are 4 units that have facing pieces are missing. Brian contacted Horn Brothers to make those repairs.

Windbreak walls – Brian got bids from John Phillips and Greg Caitlin to do the windbreak wall between units #7 and #8. Greg's bid was significantly less, so the job was awarded to him. He has it on his list of work to be done.

Cement caulking – this was tabled for this year

Miscellaneous issues – there are several issues that need attention. Brian will see if John Phillips will still be around to do the work this fall, or if he is leaving. Brian will get additional contractors to get bids on these items if Mr. Phillips is not available.

Screens – a homeowner reported a torn screen at one unit. Brian reviewed the back of all of the homes, and did not see any additional screens with tears. Several Board members knew of a few screens. Brian will note in the next newsletter and ask for owners to repair.

LANDSCAPING REPORT

Brian got a bid from KC Services for a three year contract. The contract starts in April 2017, and goes through March 2020, and it includes a flat rate for snow removal for these three seasons as well (2017/2018, 2018/2019 and 2019/2020). If the Association agrees to the contract, KC Services will provide the snow removal contract for the 2016/217 snow season at no extra cost. He is also willing to incorporate the tree trimming and shrub trimming he noted in the previous bids into the contract if the Association pays an additional \$2,000.00 up front to get the work started. Vern said he would like to meet with KC to review his snow removal plans before a decision is made. The Board would like something in writing to confirm the snow removal for this snow season as well.

Brian will contact KC, and get the wording added into the contract. Once it is provided, he will email it to the Board for a final vote of the Board.

Most of the items on the landscaping list can be addressed in the current contract if he is adding the additional work into the contract.

Crabapple spray – the Board did not feel this spray was cost effective enough to pay several thousand dollars to try and reduce the fruit production for all of the fruit trees. This service will no longer be provided.

Tree Trimming- the tree at #41 is too tall for KC to do the work. Brian will contact Mountain High to get the tree trimmed off the house.

FINANCIAL REPORT

The Association will start adding funds to the bank account, now that the deck work is finished for the year. The Association ended September 2016 with \$53,629.65 in cash. Currently, the Association is over budget on snow and water, and under budget on most other expenses. The Board reviewed the budget. Vern would like to have \$45,000.00 in the budget for decks for 2017. The Board suggested taking the funds out of the snow removal budget. The budget will be finalized at the November meeting.

NEW BUSINESS:

Restrictive Covenant Endorsement – this will be sent to Hindman/Sanchez to review.

Insurance Bids – Brian has five companies that will be providing bids for the insurance – three are brokers, one is an agent for American Family Insurance, and one is an agent for Farmers Insurance.

Snow/Grounds Bid – this will be reviewed and approved pending further investigation

Maintenance and Insurance Chart - the Board started to review the chart, but the time limitations required the Board to end the meeting. The Board will meet next Wednesday at 4:00 p.m. and finish the chart and review the policy changes.

OWNERS' FORUM

There was no owners' forum

There being no further business for the owners, the meeting was adjourned.

Respectfully submitted,
Brian Reid, Managing Agent