

UnawEEP Heights Home Owners Association

Board Meeting Minutes – August 20, 2013

Meeting held at 2861 Victoria Dr, called to order at 6:34pm by Robin Mitchum

Roll Call: Judy Miller, Robin Mitchum, Joyce Ramsaur, Kim Ruzicka, George Townsend
Guest – Kim Lowdermilk

- 1) **Minutes** of the July 8 meeting were approved.
- 2) **Treasurer's Report** Current bank balance is \$20,235.68. Savings balance \$19,694.65.
- 3) **ACCO Report** No requests were received/No approvals granted.
781 Grisley Ct has completed fencing
2875 Fall Creek has been purchased and new owners have cleared weeds
2885 Fall Creek has weed issues, will report it to the city for action
- 4) **Safety & Beautification** City will not allow a solid fence along the common area on UnawEEP, therefore decision was approved to use rocks and trees arranged in a manner to prevent vehicles from using the area as a 'shortcut'. Motion was made and approved to have Keith (Lowdermilk Landscaping) provide plan, pricing, and installation schedule with a cap of \$6,000 for the project.

Silvertip Water Detention fencing has been completed. A new pump for this area has been ordered (at a cost of \$1,100.)

- 5) **Old Business** Kim Lowdermilk was present and the HOA's expectations for her to begin bookkeeping were reviewed. She agreed to begin October 1st at a rate of \$150/month for the first year. Motion was made and approved to confirm the arrangement.

Robin was unable to locate any helpful free legal assistance regarding gaining title of common areas from builder, and in regard to filing property liens. A motion was made and approved to schedule a one hour session with an attorney to learn how to proceed on these items. Both Robin Mitchum and Kim Lowdermilk will attend that session.

- 6) **New Business** Robin will meet with existing HOA Management Company and formally give them 30-day notice so the HOA can become self-managing effective October 1.

Robin will take actions needed to obtain a PO Box, new checking/savings accounts and debit cards. It was suggested switching to Western Rockies Credit Union, Judy agreed to check into the credit union to assure it will meet the needs of the HOA. All info should be available at the next meeting.

Continue to seek a maintenance company for the common areas, one that can do the mowing as well as repairs as needed. Kim R. believes he has found one, will be meeting with them in the next few weeks and will have answers for the next meeting.

- 7) **Next Meeting** September 17, 6:30pm at 2861 Victoria Drive.

Meeting was adjourned at 7:56pm