



BROWN COMMUNITY MANAGEMENT, INC.
Community Association Management Services

Moon Mountain Vista
Date of Meeting – October 26, 2017
Location – 1614 W. Evans Drive
Time – 7 p.m.

OPEN MEETING MINUTES

Call to Order

President Bryan Ginter called the meeting to order at 7:04 p.m. A quorum was established with Directors Ginter, Paul Maloney, Jay Shetler, and Terry Olbrysh present. Arlene Crevier was out of town. Brown Management Community Manager Debra Tice and Architectural Review Committee Members Vivi and Warren French also attended.

Engineering Study and Report Findings

Jason Kelley, PE, attended the board meeting to present the findings and recommended solutions for the Drainage Report the board had commissioned him to conduct. He conducted his on-site evaluation in July and analyzed possible solutions to reduce the drainage of mud and debris into the large wash on N. 16th Avenue. His findings include:

- The retaining wall and drainage spillway were well designed and the wall requires only minor maintenance due to low spots in the channel where ponding and sediment build-up are occurring.
- The large wash on N. 16th Avenue needs a major clean up and removal of sediment from soil erosion from the above hill.

Mr. Kelley identified four possible solutions but recommended installing 2-3 feet high berms of large rocks and boulders from the HOA common property as the most cost-effective solution. He suggested that a small firm could be contracted for the work and agreed to provide cost estimates.

President Ginter asked for the final report and thanked Mr. Kelley for his work. (At this point, Mr. Kelley left the meeting.)

Treasurer's Report

Treasurer Paul Maloney reported the HOA had total assets of \$17,522.74 as of September 30, 2017. Unallocated cash reserves were \$11,332.59 and remaining operating funds for 2017 were \$6,190.15. The 2017 budget was \$363.46 under the projected nine-month run rate. The Board approved the Treasurer's Report as submitted.

2018 Budget

The board reviewed and approved a budget of \$11,879.76 for Year 2018 compared to \$11,880 for the current year. The budget was able to remain the same because of savings in several small line-item budgets.

The MMV Homeowners Association also changed insurance carriers to Farmer Insurance since the prior carrier decided not to continue to offer that line of insurance coverage. Coverage with Farmer Insurance was doubled.

The board approved a new annual contract for 2018 with Brown Management, Inc. for property management and administrative services with the annual cost remaining at \$7,500. As a result of the budget process, the board will be able to maintain the annual assessment for homeowners at \$216.

Community Manager Update

Debra Tice, community manager for the MMV HOA, said she had conducted bi-weekly monitoring tours to identify and photograph CC&R violations and that warning and fine letters could be sent to violators.

Architectural Review Committee (ARC)

The committee approved the request from the homeowner of Lot 32 to add small brick trim with adobe covering on the south side of his driveway.

The president said he hoped to present the new Architectural Review Committee (ARC) Guidelines at the Annual Meeting but still needed input from directors who had not responded.

Warren French suggested that the guidelines include direction on removal and replacement of trees and bush since a resident had removed a tree and now had a lot with no natural landscaping.

Approval of Minutes

The minutes of the July 27, 2017 open board meeting were approved as submitted by Secretary Terry Olbrysh.

Next Meeting

The board scheduled the 2017 Annual Meeting for Saturday, December 16 at 3 p.m. at 1615 W. Evans Drive. A brief holiday celebration will follow the meeting.

The meeting was adjourned at 8:42 p.m.