

**HOMEOWNER’S ASSOCIATION**

PARK CITY, UTAH

2019 ANNUAL MEETING

**MINUTES**

The 2019 Annual Meeting of the Bear Hollow Village Homeowner’s Association was convened on December 9th, 2019 at 7:05 PM MST in the community Clubhouse, Park City, Utah.

**The following 22 Owners (22 votes) were present:**

Sabrina Bai Marian Bressel & Laura Jumani Petra Butler

Howard Butt Kathryn & Jon Charles Ted Clayton Cindy Cherrington Jon Connor Pam Dorricott Lars Friberg Paul Gardner Mike Gillhamer

Eric Iverson David Kruszenski Robert & Elaine Larson Jody Lodrick Bruce Maw Sandra Vandergriff Joe Venturato Doug & Steffanie Wagner Greg Watkins Susan Worthington

**The following 47 Owners (54) were represented at the meeting by proxies received:**

Joseph & Kelly Allegretti Mike Axelrood Leslie Barr

Tim Bauer Martin & Anne Blazic Keith Brown

Ron Bryce Kevin Charles (2 votes) Weston Charles

Donald & Cynthia Chittenden William & Barbara Connell Alicia & John Cummings Lisa Evans & Hansel Stedman Gregg & Dawn Faulconer Brent Fernandez (2 votes) Brad & Sherri Fishman Jennifer Friend & Paul Scott Chuck Grosvenor (2 votes) Eileen Haynes E. Woodrow Hunt & Coley Hunt Tom Idzorek

Fred & Harriet Kelner Don Kerr Joseph & Beverly Kimmel Paula Ann & Michael Lack Steve LaFredo Scott Law

Richard McConnell Rich Mularski Tim & Anna Nemeckay Craig Norton Nikolaj Owcharuk William & Cathleen Popadich Donald & Leslie Pugatch Laura & Ervins Ramanis Bradley Rieders Randal Rupert (5 votes) Susan Russell Kathleen Sarette Lawrence & Jeana Schott Stephen & Jennifer Spontak

Ryan Stevenson & Jennelle Butera Ann Sumner Frederick Tanner

Amy Thompson Andi Wieser Laura Wilkinson

**The meeting did not achieve a quorum with a total of 76 votes represented.**

(Note: 139 votes were needed for a quorum. When a meeting does not achieve a quorum, in accordance with the Association By-Laws and the community CCR’s, the Annual Budget is deemed to be approved as presented by the Board of Trustees. No other official business can be conducted; the meeting needs to be re-convened at another date for the purpose of acting on other official business matters. The only other matter of official business to be addressed would be the election of Trustees. (More info at end of Minutes). \*\*

**Howard Butt, President of our HOA, opened the meeting**, welcomed all in attendance and thanked the Owners for coming to the meeting. All Owners present introduced themselves. While the meeting did not achieve a quorum, as noted above, a discussion on community matters with the Owners in attendance was still appropriate. He mentioned that we would conduct the meeting in accordance with the Agenda and any/all Owner concerns expressed at the Meeting would be addressed.

**Jody gave a financial report on the Association finances as follows:**

We started the year 2019 with a combined balance of $479,580.76 in our banking accounts.

**As of 12/7/2019,** we have the following funds on deposit in accounts with the

JP Morgan Chase Bank, Kimball Junction Branch:

CHECKING ACCOUNT (operating capital) $ 25,334.06

MONEY MARKET RESERVE ACCOUNT $ 450,840.84

MONEY MARKET EMERGENCY FUND $ 50,447.08

TOTAL HOA FUNDS AVAILABLE **$ 526,621.98**

ALL HOA bills are paid by check in accordance with the Check Disbursement Procedures in place - (all disbursements by check are co-approved by Jody & Howie).

ALL HOA bills are current and paid in full to date. The HOA has NO debt.

**ALL funds are fully accounted for and the HOA remains in excellent financial condition.**

**Howie made a presentation on the status of the Association reserve accounts / study.**

The State of Utah enacted laws in 2011 that require all HOA’s to have a reserve study conducted and to have separate reserve savings accounts. The purpose of a reserve study is to identify future repair or replacement costs an HOA will incur and then to implement a systematic savings plan to address those future costs.

Recognizing the importance of saving for the future, our HOA conducted a reserve study in 2006 and we have been saving diligently since then for the costs of repairs or replacement of our infrastructure when that time comes. We contribute $36,000.00 annually to our reserve account from part of the dues collected. We are saving funds to address the future costs of repairs to the Clubhouse (roof replacement – furnace – painting –etc.), repaving our private roadways, and other infrastructure repair or replacement (retaining walls – Bobsled bridge – etc.).

We also budget funds annually for repairs as necessary for our Clubhouse and infrastructure. Doing repairs when they are needed has helped substantially in preserving and extending the normal life span of our infrastructure. At some point in time things will need replacement. We will be ready when that time comes.

Our Emergency Fund was established to deal with any unforeseen circumstances or situation we might encounter in the future. It is fully funded at the $50,000.00 level (plus interest that accrues) and these funds would also be available to supplement the reserve account funds if necessary.

The Trustees believe that our Reserve Savings plan and accounts are appropriate and adequate at this time. The Reserve Study is available for viewing or download on our website www.bhvhoa.com.

**Greg, the Clubhouse Manager, gave a report on the Clubhouse, summarized as follows:**

* The concrete surface areas around the pool and hot tub were resurfaced to provide a better non slip surface and enhance the appearance.
* The hot tub heat exchanger unit died and was replaced with a more modern unit.
* New pool and hot tub covers were purchased and installed.
* The pool cover anchors in the concrete were repaired or replaced as needed.
* 6 new lounge chairs and a table were purchased for the pool area.
* The Clubhouse passed all State of Utah and Summit County Health Dept. inspections of the boilers, fire suppression system, and safety features.

Owner Mike Gillhamer asked why the Clubhouse / pool area is not staffed on Mondays during the summer. Howie replied that the Trustees did a study of the Clubhouse and pool access statistics and Monday was identified as the least used day. The Clubhouse/pool is staffed on Mondays when it is a holiday weekend. We will re-evaluate procedures and add staffing on Mondays for the coming summer pool season as necessary. The Clubhouse/pool/hot tub areas are monitored 24/7 by our camera system and Greg or Doug respond when a problem is observed.

Owner Petra Butler suggested it would be beneficial to the owners for the HOA to communicate information when the pool or hot tub are out of service or if a maintenance project will interfere with access times. Better info on how to use the treadmill TV controls was also suggested.

The Trustees will create and post signs with instructions for the TV controls and are working on email and website enhancements to keep owners better informed moving forward.

There was a discussion on pool area rude and rowdy behavior and excessive alcohol consumption by some people. The Trustees are enforcing the rules for the Clubhouse and pool to the best of their abilities. Persons observed in violation of our rules have been asked to leave the premises and future Clubhouse access rights of offending parties are suspended when appropriate.

**Susan gave a presentation on trash and recycling procedures, summarized as follows:**

* Trash and recycling services are provided by Republic Services on behalf of Summit County. You pay for the service with part of your property taxes.
* There is also an annual surcharge billed to you directly by Republic Services on behalf of Summit County.
* All properties are provided with trash (grey) and recycling (brown) containers that must be used – no trash or recyclable materials outside a container will be picked up.
* Trash pickup is weekly on Tuesdays – recycle pickup is bi-weekly also on Tuesdays.
* Do not co-mingle trash and recyclable materials and do not bag recyclable materials – keep them loose in the container.
* Owners are responsible for placing their trash and recycle containers curbside –they should be placed curbside no earlier than Monday evening for Tuesday pickup.
* The HOA will return your trash and recycle containers from curbside to your home after they are picked up/ empty.

Go to the County website [www.summitcounty.org](http://www.summitcounty.org) for more info on recycling.

Contact Republic Services at 435-615-8311 with any questions or issues.

There was a discussion that sometimes the empty trash cans are not returned from the curbside

in a timely manner after they are emptied. Howie will speak with our contractor and ask them to have all emptied containers removed from curbside within 24 hours.

Howie noted that Susan has again done a great job in decorating the Clubhouse for the holidays. The Owners present also expressed their gratitude with a round of applause for Susan.

**Howie provided an overview of community projects, landscape and snow removal services summarized as follows:**

* All lawn areas received an aeration, three fertilizations and 2 weed preventative sprays.
* Mulch was added as needed to all areas/properties on south side of Clubhouse (we do half the community each year – next year will be north side areas).
* We lost 19 trees that died for various reasons and were removed. All other trees received two insect control and a borer control treatment to help preserve their lifespan and appearance.
* Projects to enhance the appearance of the community were completed - on the end of Grizzly Way (gravel and landscape boulders added), on Bobsled Blvd. (new trees planted and mulch area expanded), by the mail kiosk, and on the Bobsled Blvd. entry corridor by Cove Canyon Drive (large landscape boulder, mulch, shrubs added).
* No Parking signs were replaced as needed – new signs were posted at each entry way advising that parking of trailers/RVs/campers/etc. is prohibited anywhere in the community.
* Our snow removal contract with Eschenfelder (formerly Red Barn) was renewed for a four-year period. Our contractual costs for landscape services and snow removal have not been increased for over 5 years. The new contract provides for a 4% increase, and the Trustees believe the new contract negotiated is fair to both our contractor and the HOA.
* We had to bring in a loader and dump trucks to remove large snow piles creating safety and safe passage concerns on two occasions.
* We used 77 tons of road salt and 494 bags of ice melt on the sidewalks during the past winter season to keep roads and sidewalks as safe as possible.
* Summit County completed a project to replace all sidewalk areas along Bobsled Blvd. to make them ADA compliant. Bobsled Blvd. and Oslo Lane (County roads) were also repaved by the County.
* The HOA is planning to resurface all other private roads in the community in the Spring of 2020 as necessary.
* Summit County repaired the railings on each side of the Bobsled Blvd. bridge overpass.
* The HOA installed 3 new cctv cameras at the mail kiosk to help monitor snow conditions and for community safety.

During a discussion on snow removal services, some owners noted that the plows and machines were starting their work too early in the morning; others stated they wanted roads and driveways cleared as early as possible. Howie explained that the snow removal crews are instructed to start their work on a rotating basis so that no street is always first or last to receive services.

The consensus was that the snow removal crews are doing an excellent job.

Owner Mike Gillhamer stated that his property on Lillehammer Lane has not received new mulch for 2 years; Howie replied he will make sure mulch is added to Lillehammer Lane properties this coming spring.

Owner Bruce Maw stated the landscapers are not pruning the shrubs correctly and thereby shortening their life span. Howie agreed to speak with the landscape foreman.

**Doug gave a presentation on community parking rules, summarized as follows:**

* The HOA has placed signs on all our private roads identifying the parking rules and restrictions.
* Vehicles parked in violation of rules will receive a warning notice before any other actions are taken.
* Vehicles impeding traffic or creating a safety concern will be towed.
* Parking in front of the Clubhouse on Lillehammer Lane is only for when you are using the Clubhouse.
* No parking in the turn around area by the mail kiosk- short time pick up and drop off only.
* Vehicles left in same location and unmoved after 72 hours are in violation of Summit County Ordinance and HOA rules and subject to towing.
* Campers, trailers, off road vehicles, etc. are not allowed to be parked anywhere in the community – this includes Bobsled Blvd. and Oslo Lane – signs are posted at each entry to community advising people of the rule.
* All HOA vehicle rules and regulations are posted on our website [www.bhvhoa.com](http://www.bhvhoa.com).
* Please make sure that renters are aware of the parking rules and all other community rules.

**Howie reminded all Owners it is their responsibility to maintain the exterior of their property to acceptable standards; no unsightliness is permitted as per the CCR's**. The Trustees regularly inspect the property and when necessary notify Owners to perform needed maintenance or cleanup. Cooperation from Owners has been very good, with few exceptions that require follow-up actions. Please maintain the appearance of your property and the community in general.

**A discussion on 2019 expenditures and the proposed 2020 budget was opened.**

The Trustees have been very diligent and hard working in managing the Association’s funds and financial responsibilities.

**There is no dues increase for 2020 !**

As mentioned, since a quorum was not achieved at the meeting, the budget is approved as presented by the Trustees in accordance with the CCR’s. There were no questions on the 2020 budget or 2019 expenditures from the Owners present.

Owner Sandra Vandergriff suggested the HOA should change the CCRs to allow for the annual meeting to be adjourned immediately when a quorum is not attained and then re-convened 5 minutes later so that another meeting date does not become necessary. The Trustees were not in favor of this option; providing sufficient notice to the Owners regarding meetings and adjournments to reach a quorum is both reasonable and more in line with the language and intent of the Association By-Laws.

**The process of nominations for Trustee elections was opened.**

Since Howie was one of the Trustees seeking re-election he turned the meeting over to Trustee Greg Watkins for the nomination process. There were 3 Trustee positions to be filled.

Owner Petra Butler nominated Bruce Maw for a Trustee position: seconded by Owner Sandra Vandergriff.

Owner Petra Butler nominated Doug Wagner for a Trustee position; seconded by Owner Paul Gardner.

Owner Joe Venturato nominated Howie Butt for a Trustee position; seconded by Owner Tom Idzorek.

Owner Bob Larson nominated Jody Lodrick for a Trustee position; seconded by Owner Jon Connor.

No other nominations were received.

Without a quorum, the completion of the Trustee election process could not be accomplished.

With no other business matters to conduct or discuss, Owner Joe Venturato made a motion to adjourn the meeting; seconded by Owner Marian Bressel.

The meeting was adjourned at 9:15 PM.

\*\*As noted, the meeting did not achieve a quorum and the election of Trustees could not be held. **The Annual Meeting will need to be re-convened** for the purpose of holding the election for vacant Trustee positions.

**NOTICE** that the Annual Meeting was being re-convened for the purpose of concluding the Trustee election process will be posted in the Clubhouse and all Owners were advised of the possibility that a re-convening of the meeting might be necessary with their Annual Meeting information packet sent to them.

**The date of Monday, December 16, 2019 in the Clubhouse was established and posted for the re-convened meeting to finalize the vote for election of Trustees.**

**RE-CONVENED ANNUAL MEETING**

The 2019 Annual Meeting was re-convened on Monday, December 16, 2019 at 6:05 PM in the Clubhouse. HOA President Howard Butt opened the meeting.

**The following 7 Owners were present at the re-convened meeting:**

Petra Butler Howard Butt Pam Dorricott

GreggAnn Herrern Sandra Vandergriff Doug Wagner

Greg Watkins

All proxies previously submitted for the regularly scheduled Annual Meeting that were not amended were also valid for the re-convened meeting. All votes submitted by the Owners in attendance at the regular December 9, 2019 meeting were also valid at the re-convened meeting.

**The meeting constituted a quorum.**

(Note: At a re-convened meeting, whatever the number of members/votes present is constitutes a quorum in accordance with the CCR’s and By-Laws).

Owner Petra Butler and Trustee Greg Watkins secured all proxies and votes and tabulated the results. The vote for Trustees was as follows:

Howie Butt received 73 votes.

Jody Lodrick received 65 votes.

Doug Wagner received 63 votes.

Bruce Maw received 21 votes.

Sandra Vandergriff received 3 write in votes.

Andi Wieser received 1 write in vote.

Howie, Jody, and Doug were elected to two-year term Trustee positions.

The results of the Trustee election were posted on the HOA bulletin board on 12/17/19.

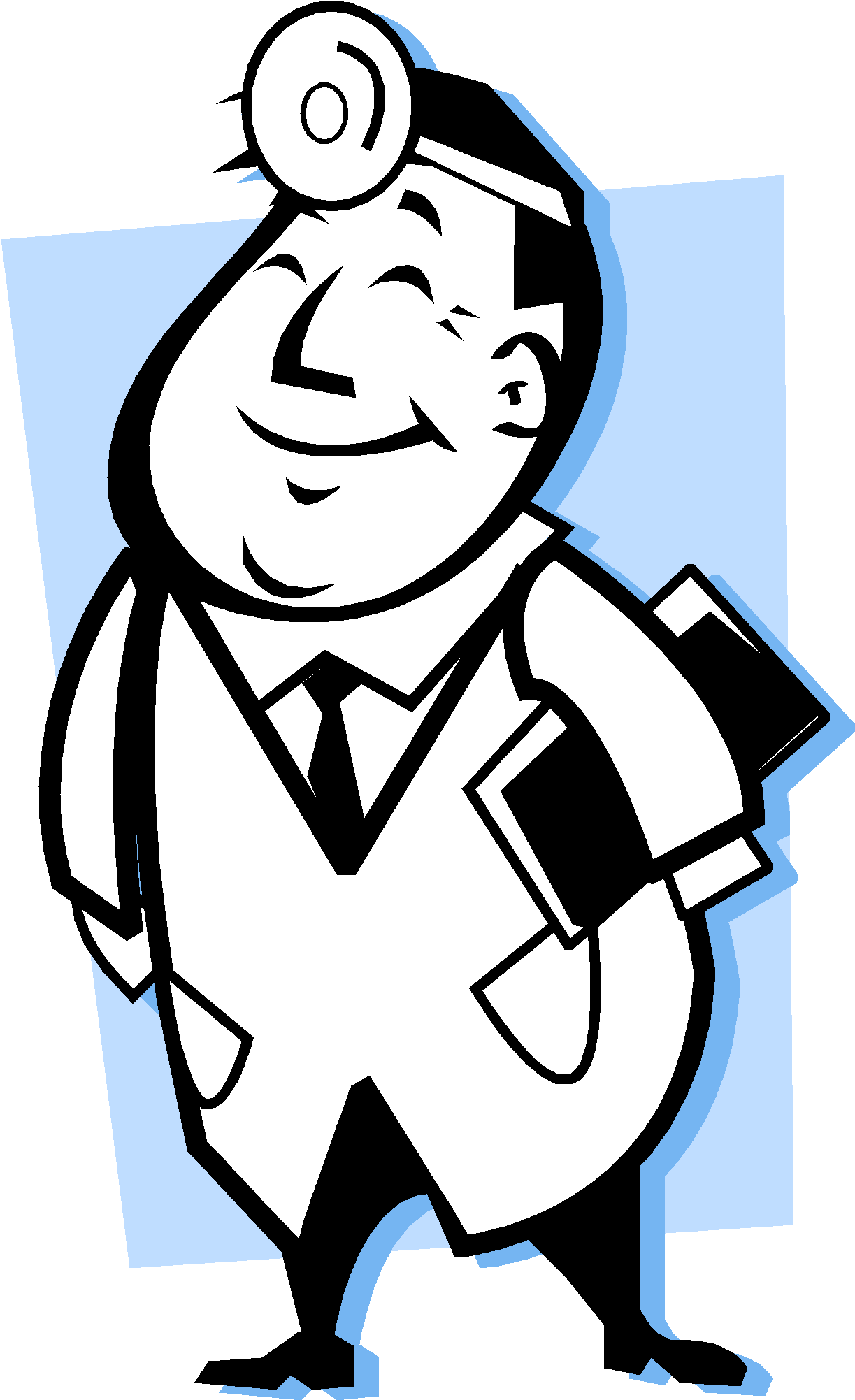
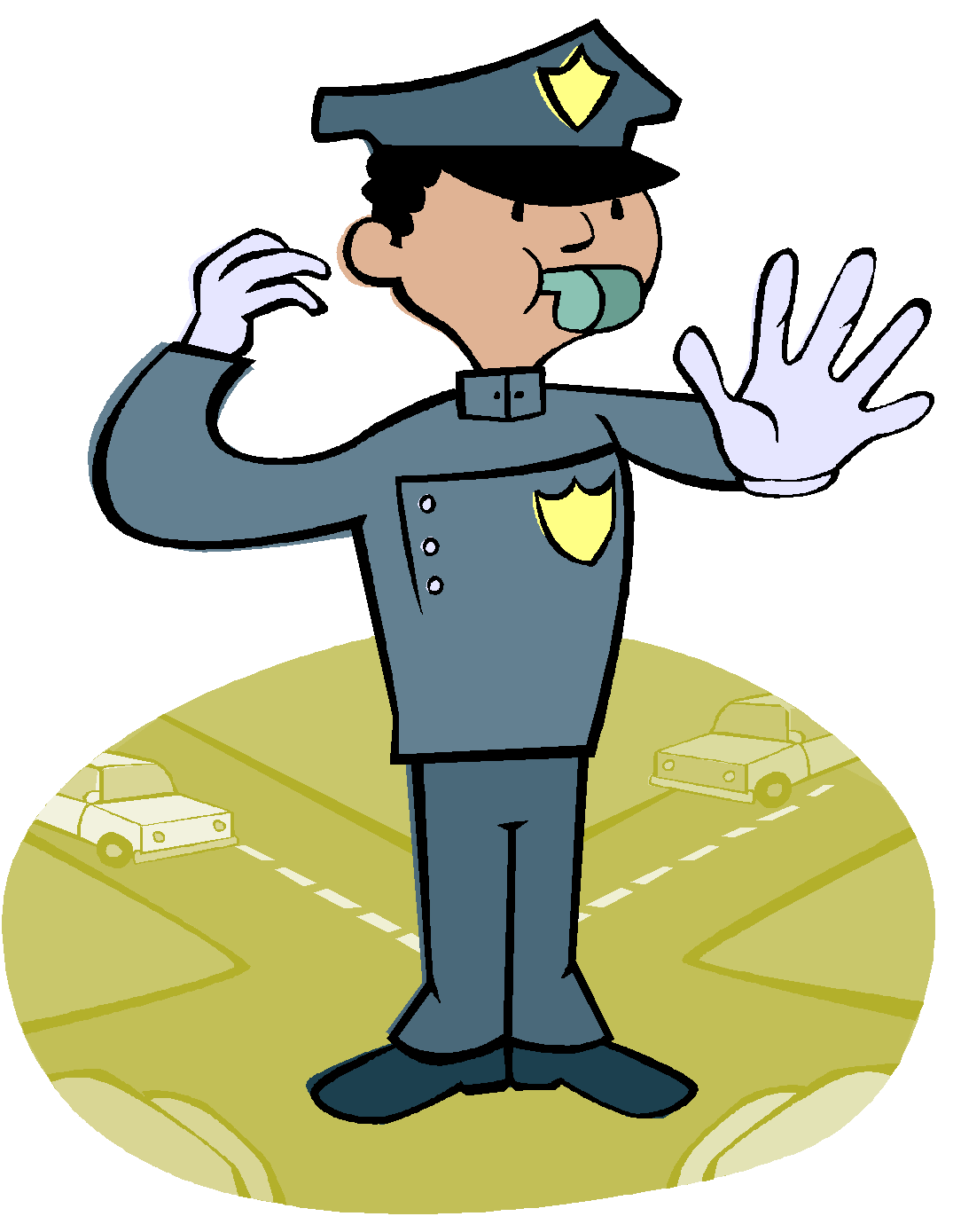
Congratulations to Howie, Jody, and Doug on their election. Thank you to Bruce, Sandra, and Andi for their willingness to serve the community.

With no other business to conduct Greg Watkins made a motion to adjourn the meeting; seconded by Doug Wagner. The meeting was adjourned at 7:20 PM.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Happy New Year from the Bear Hollow Village Homeowner’s Association Board of Trustee’s

Greg Susan Doug Jody Howie

PLEASE VISIT OUR WEBSITE

[WWW.BHVHOA.COM](http://www.bhvhoa.com/)

FOR COMMUNITY INFORMATION AND ANNOUNCEMENTS