

# *University Park Homeowners Association, Inc.*

## **Board of Directors Meeting Minutes**

**May 13<sup>th</sup>, 2021**

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Due to COVID-19 guidelines, the Board of Director's meeting was held by telecommunication and called to order at 3:00 p.m. Present were as follows:

Judy Walton	President
John Smith	Vice President
Nancy Bunker	Secretary, ACC Chair
Ray Hendershot	Treasurer
Janet Butts	Director at Large, WC Chair
Lloyd Nordhausen	Director at Large, WM Chair
Russ Williams	Director at Large
Derek Patterson	Property Manager

A Board meeting packet with all correspondence, finances, photographs, etc., was issued by email before the meeting.

### **Owner's Forum / Hearings:**

A hearing was called for 5520 Wittenberg Court, considering a possible \$300.00 assessment fine and other enforcement actions for continuing work during a desist order and having a roll-off dumpster delivered without submitting a request. The owner did not respond and was not present. Discussion followed. A motion was made to impose a \$300.00 fine (2 violations), which carried 7-0 in favor.

### **Secretary's Report:**

The April Board meeting minutes were approved.

### **Financial Report:**

Mr. Hendershot presented the finance report. The Balance Sheet, the Income and Expense Comparative statement, and the History of Checks reports were reviewed. A question-and-answer period followed.

It was agreed to remove the Allowance for Bad Debt line item on the Balance Sheet.

The AGED Receivables report was reviewed.

Mr. Patterson presented the **Manager's Report**.

There was discussion on the irrigation controllers for the homes in Hidden Canyon, where they take batteries in the event of a power loss (to keep the program set). It is unknown if any residents have changed out these batteries but being this controller is an Association asset, it was agreed to have them replaced now and when needed going forward.

The Top 10 list was reviewed.

Bids were reviewed for the ground light updating project at numerous locations throughout the community. Mr. Patterson also reviewed the reserve budget for this year's phase of work. Discussion followed. A motion was made to approve all locations which carried 7-0 in favor.

A bid for installing new rock tree rings along Collegiate Drive (10 trees total) was approved. This will also aid in the new ground up-lights being installed.

The water usage spreadsheet was reviewed.

The new deer crossing signs have been installed new Houck Park.

The draft spring newsletter was reviewed and will be mailed next week.

**Committee Reports (ACC / Landscaping / Welcome):**

Activity for the month was reviewed for ACC.

Inspections will begin in June for the Landscaping Committee.

Activity for the month was reviewed for the Welcome Committee.

**Old / New Business:**

A letter was issued to 5495 Creighton Court regarding an item in the rear yard, with no prior ACC submittal. The owners did not respond, a second notice/Hearing will be called for June.

The monthly crime report maps were reviewed.

There being no further business, the meeting was adjourned at 4:00 p.m.



Derek Patterson  
Property Manager