

Fairway Boulevard Townhouses

Homeowners Association

2020

Board of Directors Meetings Minutes

&

Annual Meeting Minutes

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Homeowners Association
Board of Directors

January 9, 2020

Board of Directors of Fairway Boulevard Homeowners Association met in the conference room of Western Mountains Property Management offices at 7:00 pm. Those present were Wally Walbruch, President and presiding, Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gary Ruppel, Gil Conrad, Randy Johnson and David Roberts, Property Manager.

It was moved and seconded and carried upon vote the minutes of the November 14, 2019 BOD Meeting minutes be accepted as published.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary and detail for the fiscal year as per December 31, 2019. A motion to accept the reports was made by Ron and Jane seconded and the motion carried upon vote.

Wally will compose a letter to a Fairway Homeowner requesting a delinquent payment to include interest accrued be made. David has made the Homeowner aware of past dues.

OLD BUSINESS

- David presented status and updates on Re-siding bids for Units 134~137. Six contractors were asked to prepare bids with 3 indicating interest. David will follow up encouraging bids be submitted soon as window orders take several months.
- Status of Boulevard repairs were given by David, Wally and Ron. Most have been finished. Due to weather, some will need to wait until spring. The tree in the courtyard of Units 190~191 will be taken down this next week and another trimmed at the owner's expense. Unit 182 will be reminded to take care of a dying tree in the courtyard. It was suggested the Landscape Committee accompany our landscape company to identify trees along the south fence line that may fall on the chain-link fence. Also, the bluff area should be checked for sloughing.
- Wally and Gil proposed updates to our FBHOA Insurance 2020 Policy Synopsis. Wally will re-write small parts of the synopsis for clarity and post on the web-

site. The Board would like to propose insurance options at our annual meeting. Please send ideas to Wally.

- Wally will order fake rocks to cover our exposed irrigation pipes.

NEW BUSINESS

- Wally submitted the approved Architectural modifications and the signed Waiver of Financial Responsibility for upgrades from Jeff and Lauri Wilson, #196.
- Wally proposed Updating our FBHOA Website by removing 2017 Minutes replacing with 2019 Minutes to avoid excess documents or by adding a new document section if possible. Gil made a motion to remove the 2017 Minutes if necessary and Craig seconded the motion. It was carried upon vote.
- Wally suggested we continue an Audit/ Review of our 2019 Financials. This will be done early summer.
- Gill proposed we obtain an Irrigation Contract/ Agreement from Rainmaker identifying charges. A walk-thru with Rainmaker during their start up was suggested to identify problem areas.
- The request from Unit #106 to to move the FBHOA sprinkler shut off from within the unit and locate to the outside of the unit will be done next spring.
- Wally and Kalispell PD reminded us to keep our doors locked and garage doors closed as we are seeing more people drive and walk thru Fairway.
- A Memorial Check will be presented to the family of Dotti Zumwait of #174.

Our next FBHOA-BOD will be March 12, 2020 at 7:00pm at Western Mountains Property Management.

There being no additional business, the meeting was adjourned at 8:45pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Homeowners Association
Board of Directors

March 12, 2020

Board of Directors of Fairway Boulevard Homeowners Association met in the conference room of Western Mountains Property Management offices at 7:00 pm. Those present were Wally Walbruch, President and presiding, Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gary Ruppel, Gil Conrad, Randy Johnson and David Roberts, Property Manager. Also present, Dick Wilson, #188, representing Common Area Landscape & Maintenance Committee.

It was moved and seconded and carried upon vote the minutes of the January 9, 2020 BOD Meeting minutes be accepted as published.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary and detail for the fiscal year as per February 29, 2020. A motion to accept the reports was made by Ron and Jane seconded and the motion carried upon vote.

OLD BUSINESS

- Gil prepared a review of Farmers Insurance HOA Comprehensive Coverage with possibility of changing our policy. Gil consulted with Shane Reese to prepare 3 options including option descriptions, deductibles, advantages and disadvantages. Gil will further check if a policy can be purchased to cover deductibles.
- David and Wally presented bids prepared by Eric LeGassey, 4J Builders, and Evan P Carlson, Carlson Construction, Inc. Discussion of both bids followed. Gil made a motion and Randy seconded the bid be awarded to Eric LeGassey, 4J Builders. David followed up with Eric Friday, 03.13.2020 and Eric proposed a June timetable to begin and would also look at the roof of #117 with loose shingles. Discussion followed with possibility of doing additional unit mitigation (not a full re-siding) this year taking advantage of low interest rates. Wally, Randy and Jane will meet with Glacier Bank to discuss this possibility.

NEW BUSINESS

- Wally and David presented the impact of City of Kalispell's proposed utility (sewer) rate increases. This increase will be discussed at our Annual Meeting. The proposed increase is significant and could affect membership dues. We await the final City Council decision before further planning.
- Wally presented a prepared document from Russ Pyles of Rainmaker Sprinklers and Landscaping, Inc. This document shows a 5-year comparison and projected 2020 expenses. Spring Start-ups vary each year with needed repairs and man hours. He included several known repairs that will need to be addressed.
- Wally and David presented a Proposed Assessment Delinquency policy and Delinquency Notice letter prepared by Colleen Donohoe, PC, Attorney at Law. Wally will work on a delinquency letter generated thru David's Quickbooks system. It was moved by Ron and seconded by Craig to adopt the Delinquency Notice. The delinquent dues by a member were paid in full.
- Dick Wilson presented Common Area Landscape and Maintenance Policy prepared by the Landscape Committee. This policy includes suggestions for preferred tree selection and procedure required for planting and removal. The policy will be reworked to give more clarification.
- Wally handed out a proposed agenda for the Annual Meeting. It was suggested we move the meeting to June 4th or 11th, 2020 contingent upon availability of Edgerton School. Gary made a motion and Craig seconded the meeting be moved to June 4th or 11th.
- The Annual Walk-About is set for May 20, 2020, 3:00pm meeting in front of Wally's house.

Our next FBHOA-BOD will be May 7, 2020 at 7:00pm at Western Mountains Property Management.

To be confirmed, proposed Annual Meeting June 4th or 11th, 2020, 7:00pm, Edgerton School.

There being no additional business, the meeting was adjourned at 10:00pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
"Special Session"
Board of Directors

April 9, 2020

Board of Directors of Fairway Boulevard Homeowners Association met in Special Session via "Zoom" due to COVID-19 restrictions. Wally thanked Board Members for their diligence in connecting to the platform. Those present were Wally Walbruch, President and presiding, Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gary Ruppel, Gil Conrad, Randy Johnson and David Roberts, Property Manager.

It was moved and seconded and carried upon vote the minutes of the March 12, 2020 BOD Meeting minutes be accepted as published.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary and detail for the fiscal year as per March 31, 2020. A motion to accept the reports was made by Jane and Gary seconded and the motion carried upon vote.

OLD BUSINESS

- Wally has been in contact with Pete Davis, Loan Officer for Glacier Bank, and provided needed documentation to potentially secure a loan for the complete re-siding project of units 134-137 during the summer of 2020. This project is the second building of five that was suggested in our 15 Year Re-siding & Mitigation Program. Wally has submitted 2018 tax returns, end of 2019 financial statements and a current current financial statement, Building Upgrade Reserve information, plan to pay contractor, and a FBHOA history of delinquent dues. Randy made a motion: "I move that the FBHOA-BOD obtain a loan from Glacier Bank up to a maximum of \$145,000.00 to re-side and repaint units 134-137 and that President Leland "Wally" Walbruch and/ or Vice President Randy Johnson or Secretary Jane Gronley be the authorized signer(s) and that they have the ability to negotiate with the bank the specific terms and conditions as they deem appropriate." Gil seconded the motion and with a short discussion, it passed unanimously.
- It was further discussed to delay the mitigation of Units #125, #126, #127 and #128 as they require more extensive repairs and in turn will be more costly. It was discussed that units 113-116 are next in our schedule of units

for mitigation. David will contact Evan Carlson of Carlson Construction to provide a bid. The mitigation is similar to Units #117 ~ #120 which were completed last summer. Ron made a motion and Craig seconded to request a bid submission by Carlson Construction for the mitigation project on Units #113 ~ #116. The motion passed by a voice vote. Wally will be in contact with the owners/ members of units 113-116 about our proposed project.

- The updated FBHOA Common Area Landscape & Maintenance Policy is tabled until later.
- Due to the recent economic conditions caused by Covid-19 virus, Wally suggested a letter be written to the Kalispell City Council asking for a 2 year delay in the proposed 2020 increase of sewer and water rates. Ron made a motion and Gil seconded for Wally to write a letter to Kalispell City Council representing Fairway Boulevard residents. After a short discussion, the motion passed unanimously.

NEW BUSINESS

- The Annual Meeting FBHOA was discussed. At our last meeting, we pushed the meeting date ahead by two weeks until the first week of June. Given the present extended continuation of self-isolation and the potential problems related to holding such a large meeting, it was discussed that we might consider canceling the year's annual meeting. Wally will prepare for the Board Members in a few weeks a proposal of alternatives to possibly conduct the Annual Meeting business via mail to include FBHOA BOD mail-in BOD candidate ballot. Once completed the BOD then can finalize a plan of action.
- Architectural Committee approved a proposed sidewalk replacement on Unit #126, Tweed Rhodes.
- The Annual Walk-About is set for May 20, 2020, 3:00pm meeting in front of Wally's house.

Our next FBHOA-BOD will be May 7, 2020 at 7:00pm with location/ or type of meeting to be determined.

There being no additional business, the meeting was adjourned at 8:00pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary

**Fairway Boulevard Townhouses
Homeowners' Association, Inc.
PO Box 9073
Kalispell, Montana 59904
406-257-1302**

Leland "Wally" Walbruch, President
Randy Johnson, Vice President
Jane Gronley, Secretary
Gil Conrad, Director

Craig Coburn, Director
Gary Ruppel, Director
Ron Trippet, Director
David Roberts, Manager

**This purpose of this summary is to provide a historical context to the cancelation of the 2020
FBHOA Annual Meeting and the subsequent completion of the proxy/ballot**

During the March 12, 2020 Board of Directors meeting with the available COVID-19 information at that time, we decided out of an abundance of caution to extend our Annual Meeting from its regular May date until June 4, 2020. After communicating with our Flathead County & Kalispell City Health Department on the COVID-19 situation in Western Montana while following a number of our Governor's Executives Orders, your BOD met remotely via a "Zoom" meeting platform on April 9, 2020. This meeting allowed us to collectively examine various options to help prevent the spread of coronavirus and to lessen the possibility of contact with meeting participants. We truly understand the potential seriousness of this virus within our age group. The BOD recognizes the need to ensure that our membership is kept apprised of our actions, finances, programs, and to conduct the necessary annual elections as required under our FBHOA bylaws. We strongly feel this action is in the best interest of our membership and our broader community. Thank you for your understanding and for any inconvenience this change might have created.

You will find the following information as part of this mailing: This cover sheet, a biographic candidate sheet, 2019 annual minutes for your approval, 2019 financial report, a summary of essential action items, your 2020 proxy/ballot and a request for unit repairs, or landscape concerns on the back.

FBHOA Action Items

- **Action Item # 1** - Join Us in Welcoming Our New Neighbors: Welcome to our new members: Edward & Marilyn Theis (#138) and Jeff & Lauri Wilson (#196).
- **Action Item # 2** - Review the enclosed 2019 Minutes and vote on the proxy/ballot
- **Action Item # 3** - Conduct a review of the FBHOA Financials

Examine the Fairway BLVD HOA Balance Sheet as of December 31, 2019, using on Accrual Basis. Current FBHOA assets are held under three separate accounts, with one being a dedicated Building Upgrade Reserve of which most unit members contribute \$50 per month and lot owners a prorated amount. Accounts Receivable is a negative number as this reflects the present dues of members who have paid in advance, and this number also does reflect individuals who are delinquent in their assessments. The negative current liabilities number indicates what we have paid toward our total 2017 Glacier Bank Loan under the positive Long Term Liabilities. This 2017 loan will be paid off this summer. We then are planning to finance another Building Upgrade Loan again this summer to continue to accomplish infrastructure improvements as part of our 15-year Build Upgrade Plan that was begun in the summer of 2017.

Examine the Statement of Cash Flows for January through December 2019 and note the cash at the end of the period reflects the total assets plus the accounts receivable from the Balance Sheet. Lastly, examine the Profit & Loss by Class for December 2019, which reflects the Gross Profits of our Operating Fund and dedicates Building Upgrade Reserve while showing the last month of expenses and the net income.

Finally, examine the FBHOA Profit & Loss comparison from January 2017 until the close of our books on December 31, 2019. Your BOD has found that comparing financial statements over time (three years) we can better discover trends and, in turn, analyze the findings. This process allows us to manage better and forecast future operating activity. Significant trends to note include the increasing comprehensive insurance rates, which began in 2015, and to visualize the proposed impact of considerable increases under the present line item: Utilities; sewer. Please note Action Item #4 below.

The BOD finds that we are at present financially secure but must take proper steps to mitigate potential issues related to our increasing comprehensive insurance rates and to address the considerable impact of future utility rate increases.

- **Action Item # 4 - Proposed Kalispell City Water & Sewer Rate Increases and its Impact**

Proposed Sewer Rates: Our average sewer rate per unit/lot will increase by \$13.00 a month for the first year for an annual increase of approximately \$12,800.00 above our present 2019 expense of \$17, 706.21 and an additional \$3.00 a month until 2027. Our total sewer rates will have increased to 104% of the present 2020 rate to approximately \$36,120.00 in 2027.

Proposed Water Rates; at the moment, we will not experience a water rate increase because FBHOA water is under the Evergreen Water District, not Kalispell Water. We do believe that it will only take a year or so in which Evergreen Water will also increase probably at a similar rate.

The FBHOA BOD has been in direct contact with the Kalispell public works supervisor, the Kalispell City Council and specifically with our Kalispell City Council Ward 2 Representative Chad Graham about the impact of these sewer rate increases. We believe that rates will need to increase due to necessary infrastructure upgrades to meet ever-demanding EPA standards. The BOD feels that the present proposed Sewer Rate Schedule does not allow sufficient time for residents and impacted Associations to budget for these significant fiscal increases appropriately. Also, we feel our City Council must modify these proposed schedules, given the present significant COVID-19 impact to our local economy.

- **Action Item # 5 - Association Comprehensive Homeowners Insurance**

Over the past few months, your BOD has struggled to ensure that our comprehensive insurance package designed to protect our property investment is of good quality for a reasonable price. During our 2020 Holiday "Fairway Flyer," we shared with you our concerns and some general trends. <https://fairwayblvd.com/>. The BOD has examined several possible options that we can take to provide appropriate coverage at a competitive rate with the lowest possible deductible yet maintains this level of coverage even as our infrastructure continues to age.

We feel our Association has an excellent comprehensive homeowner's insurance package covering our Fairway Boulevard properties. Over the past few years, unfortunately, we have seen a considerable increase in our annual comprehensive insurance policy premiums from \$31,116.00 in 2015 (about \$380.00 per unit) utilizing a \$1,000 policy deductible to a total policy premium of in 2020 of nearly 50,000.00 (\$609.00 per unit) using a \$5,000 deductible per claim. Please consult the FBHOA 2020 Comprehensive Insurance Synopsis on our website.

As the board continues to examine coverage options, we would like to gather direct input from you, the FBHOA members. Currently, the FBHOA pays both the insurance premiums and if necessary the deductible, if a claim against this coverage is warranted. This is not the case with our glass breakage coverage, where the property owner pays the \$100.00 per claim deductible. The BOD feels that when the FBHOA pays both the insurance premiums and the claim deductible, it creates a practice that is counterproductive to maintaining good owner responsibility. This is true for issues relating to roof & gutter cleaning and control of ice dams, ensuring that

the water is turned off when the residence is unoccupied for more than 14 days, and the need for frequent monitoring of residential unit temperatures, all of which greatly limit large claims against our comprehensive homeowner's insurance. The BOD strongly feels that we should consider expecting our members to pay any claim deductibles, which includes our current glass coverage against our comprehensive homeowner's insurance.

- **Action Item # 6** - Complete the FBHOA repair & landscape concern sheet
- **Action Item # 7** - Special thanks to all our many Committee members and numerous volunteers that make Fairway Boulevard a GREAT Place to Live!
- **Action Item # 8** - Complete the 2020 FBHOA Proxy / Ballot & NLT May 30, 2020.

2020 Ballot Summary

Tallied by 2020 FBHOA Election Committee

- 86% return rate on the proxy/ballot despite providing a prepaid envelope.
- 2019 Annual Meeting minutes were approved and a review of the financials completed.
- We did receive a consensus on our Association's comprehensive homeowner insurance deductible, in which the respondents felt that, given the current situation, homeowners should cover the deductible if a claim is made against our HOA policy. This payment would be made with a clear understanding that the deductible would be only against their own unit's claim.
- Incumbents Leland "Wally" Walbruch & Randy Johnson were elected for a new 3-year term.
- One ballot was declared invalid due to multiple copies from the same household.

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Board of Directors

May 7, 2020

Board of Directors of Fairway Boulevard Homeowners Association met via "Zoom" due to COVID-19 Restrictions. Those present were Wally Walbruch, President and presiding, Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gary Ruppel, Gil Conrad, Randy Johnson, and David Roberts, Property Manager.

It was moved and seconded and carried upon vote the minutes of April 9, 2020, Special Session BOD Meeting minutes be accepted as published.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary, and detail for the fiscal year as per April 30, 2020. A motion to accept the reports was made by Ron and Randy seconded, and the motion carried upon vote.

OLD BUSINESS

- Wally gave an update on the canceled 2020 Annual Meeting. Packets were mailed to all homeowners. The ballots for the election of officers are due back by May 30, 2020. Randy made a motion due to cancellation of the Annual Meeting the current officers remain seated until the July 9, 2020 meeting. Ron 2nd the motion, and it carried upon vote.
- Wally presented a draft of the FBHOA Assessment Delinquency Policy for our review. Included with the policy were two past due letters proposed to be generated through David's Quick-Books at 30 days and again at 45 days. Gil suggested including interest on past due accounts begin accruing at the rate of 9.00% per annum on both letters. Wally will add the verbiage to the messages generated at 30 & 45 days. Ron made a motion, and Gary seconded to accept the policy, and it carried upon vote.
- Wally contacted Pete Davis, Glacier Bank Loan Officer, to discuss the status of our loan further. Estimated time for the completion of the paperwork and finalizing the interest rate is hopefully the end of May. Wally discussed the option with Pete Davis by paying off the debt owed on the current loan before signing for the new loan.
- Wally reported Kalispell City Council has voted on and accepted Option D of Wastewater Rate increases. Beginning July 1, 2020, our sewer rates will increase by approximately 33% the first year rather than the original proposed 49% with more significant rate increases for the next two years from the initial recommended 6.5% to now 13% per year over the next two years. The Association will need to make long-range plans for these increases.

NEW BUSINESS

- Wally and David reported on the status of mitigation of Units 113~116. A review of the bid by Evan Carlson of Carlson Construction, Inc. conducted. The preferred time frame would be in August 2020. Ron moved, and Jane seconded we accept the bid from Carlson Construction, Inc. Wally has already discussed with the homeowners the upcoming plans for mitigation on their units.

Wally & David also meet on-site with Eric of 4J Builders to further discuss the re-siding project of 134-137 and to assess logical demands. Some driveways and a parking area will be used for construction supplies and a porta-potty.

- David will arrange for an audit of our 2019 Financial Review to be completed this summer.
- Gil made a motion, and Craig seconded the motion to accept our FBHOA By-Laws as written, then it was approved by a voice vote. The signature page will be filled in during our July meeting.
- Craig Coburn submitted a request to the General Maintenance-Lawn committee to plant two trees. The committee approved the planting of a seedless Northrup red maple south of Unit 152 to replace the tree lost in that common area in 2019. The committee denied planting a seedless Matador red maple between Units 151 and 152 due to the overpopulation of trees in that area. A discussion followed with a history of mature trees requiring removal at the Association's expense and landscape enhancements made throughout the Boulevard. Gil made a motion to approve both trees. No second to the proposal was received, and the motion failed. Gil made a motion, and Randy seconded the action that the Association funds the replacement of the tree that was lost. A roll-call vote was taken to approve the Northrup seedless maple tree to be planted south of Unit 152 and paid for by the Association. Gil, Randy, Wally, and Jane voted yes, while Ron and Gary voted no. The motion carried.
- Wally will review our Association documents, and develop a letter to the owner and the tenant about the screened-in canopy at the back of Unit 160. Screened in extensions have previously been denied. Wally will address the concern about extra vehicles parked in the common parking areas rather than in the garage or on their respective driveway..

The Annual Walk-About is set for May 20, 2020, at 3:00 pm meeting in front of Wally's house. The next FBHOA-BOD will be July 9, 2020, at 7:00 pm with location determined at this time.

There being no additional business, the meeting was adjourned at 9:00 pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Board of Directors

July 9, 2020

Board of Directors of Fairway Boulevard Homeowners Association met via "Zoom" due to COVID-19 Restrictions. Those present were Wally Walbruch, President and presiding, Randy Johnson, Vice President and Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gary Ruppel, Gil Conrad and David Roberts, Property Manager.

It was moved and seconded the Minutes of the May 7, 2020 BOD Meeting be accepted as published. The motion carried upon vote. It was moved and seconded the 2020 Annual Meeting Results Summary (06-2020) be accepted as printed. The motion carried upon vote.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary and detail for the fiscal year as per June 30, 2020. Dawn, Bookkeeper for Western Montana Properties discussed with Wally the best way to show the 2 payments made in July, 2020 with paying off a loan and first payment of our new loan. For accounting purposes, it was decided \$20,000 will be moved when needed from Rocky Mountain Bank, Building Reserve. Ron made a motion to accept the reports, and Craig seconded. The motion carried upon vote.

OLD BUSINESS

- Due to rain, the annual Walkabout was rescheduled to May 28th. Gil compiled a list of repairs and touchups to begin soon.
- Wally, Randy and Jane met with Pete Davis, Loan Officer, Glacier Bank, to sign papers and finalize our loan. We have a 4.5% interest rate for the 3 year loan. The loan can be prepaid without penalty.
- Wally gave an update on the status of Irrigation & Well Head Repairs. The project was postponed due to rain and needed to be remarked by U-Dig. Montana Dirt Works will begin the digging Monday, July 13, 2020. Rainmaker and Triple Pump will then complete the project.
- The Landscape Committee presented a document: Common Area Landscape and Maintenance Guidance. The board reviewed the document. Ron made a motion and Gary seconded to approve the report. The motion carried upon vote. The guidance will be published on our website and information about it in our next newsletter.

- Gil reported survey results of FBHOA Comprehensive Homeowners Insurance Deductible. Twelve residents responded and voted that homeowners should be responsible for expenses leading to the \$5,000 deductible. Discussion followed concerning exterior claims resulting because of homeowner negligence versus a claim without negligence. Randy made a motion, and it was seconded by Craig to table this item until our next meeting. The motion carried upon vote. As a BOD, we will need to ensure that this documentation is inclusive and covers all the bases.
- Wally and David reported on Construction Updates for Units 113-116 and Units 134-137. Evan Carlson, Carlson Construction has begun work on Units 113-116 with good progress being made. Evan will caulk Units 117-120 before painting where work was done last year. Eric LeGassey, 4-J Builders will begin work on Units 134-137 beginning July 13. Eagle Custom Homes will be replacing windows in these units starting after the current siding is removed.

NEW BUSINESS

- Ron reported from the Roof Maintenance Committee that all roofing repairs from the recent wind storms had been made. David will contact a roofing company to conduct an assessment of the roofs on our list.
- Architectural Review for Fran and Phil Kiser, Unit 128, was approved to replace windows and patio doors and courtyard and golf course side decking.
- A review of FBHOA Bylaws was presented. The Board reviewed the Bylaws with no changes being made and signatures of Board Members will be gotten.
- The 2020-2021 Board Meeting Schedule was proposed as follows:
 - September 10, 2020
 - November 12, 2020
 - January 14, 2021
 - March 11, 2021
 - May 13, 2021
 - May 20, 2021 Annual Meeting
 - July 8, 2021

Ron made a motion and Craig seconded the motion to accept the dates. The motion carried upon vote.

- BOD Leadership Elections, the present officers: Leland "Wally" Walbruch, President, Randy Johnson, Vice President and Jane Gronley, Secretary will all accept another term. Ron made a motion, Gary seconded the motion to keep the existing leadership. The motion carried upon vote.
- Overflow parking on Common Area lots was discussed. Wally suggested a document be prepared for homeowners requesting renters contact information. Also, the BOD will provide to renters information advising them of Fairway Boulevard policies and regulations. More discussion will be held at our September Board Meeting.
- Wally gave an update on the progress of the Self-Help Tennis Courts repair. Work is continuing with possibility of using materials from Crone Pro-Seal and Asphalt Maintenance for the non-court areas.

- Ron suggested garbage cans not be put out until Wednesday mornings due to bear activity.

The next FBHOA-BOD will be September 10, 2020 at 7:00pm with location determined at this time.

There being no additional business, the meeting was adjourned at 9:07pm.

Respectfully submitted

S/Jane Ann Gronley
Jane Ann Gronley, Secretary

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Board of Directors

September 10, 2020

The Board of Directors of Fairway Boulevard Homeowners Association met in the conference room of Western Mountains Property Management offices at 7:00 pm. Those present were Wally Walbruch, President and presiding, Randy Johnson, Vice President and Jane Gronley, Secretary, and Board members, Ron Trippet, Gary Ruppel, Gil Conrad, and David Roberts, Property Manager. Craig Coblurn was absent.

The minutes were moved, and seconded of July 9, 2020, BOD Meeting be accepted as published. The motion carried upon vote.

David prepared a current balance sheet, profit & loss, cash flow, expenses by vendor summary, and detail for the fiscal year as per August 31, 2020. Ron made a motion to accept the reports, and Gary seconded. The motion carried upon vote.

OLD BUSINESS

- David and the Board gave a review of Units 113-116 Mitigation Project and the Complete Re-side of Units 134-137. The homeowners are delighted with the results and complimentary to contractors doing the work.
- David reported that the 2019 Financial review was completed. The review did not find any problems or issues. A copy will be provided to the President.
- Gill and the Board reviewed the status of our Comprehensive Homeowners Deductible and our 2020 Insurance Synopsis. Gil will meet with Shane Reese, Farmers Insurance to go over next year's rates and deductible. Gil made a motion, and Gary, seconded the motion to table this until the November 12 Board meeting. The motion carried upon vote.
- David gave a report on Boulevard Repairs and Painting. Most repairs identified on the sheet have been completed. The painter and gutter repairman will start next week. Gary submitted receipts for pesticides he purchased for common area trees.
- Gil reported on Common Area Parking Requirements. Wally will add an article addressing excessive speeds to the next newsletter.
- Wally and David reported on Homeowner - Renter Response to Information Request. Wally will sit down with Dawn and will send a 2nd request to those not responding.

NEW BUSINESS

- Ron and David reported on Unit 117 with roof shingles and loft insulation. Summer wind storms have loosened shingles. The type of insulation in the attic seems to be a problem for condensation. Gil made a motion, the BOD will: 1) hire a contractor to reseal by hand all the loose shingles identified by our contractor, 2) replace several shingles that had been nailed on both the top and the bottom rather than resealed only on the bottom 3) and also repair the identified siding that has deteriorated. The BOD will not take any corrective action on the attic insulation. Gary seconded, the motion and Ron abstained from voting. The motion carried upon vote. A follow-up letter to the homeowner will be sent detailing repairs.
- Architectural Review for Drew and Christa Smith, Unit 199, was approved for deck update.
- Gil reported on lawn maintenance. Due to several negative reports, Dave has decided to discontinue Black Magic and hire AAA Landscaping beginning the spring of 2021. The BOD concurs and approves this action.
- Randy requested a need to purchase new flags for our front entrance. Ron made a motion while Gary seconded the motion for the purchase. The motion carried upon vote.
- Wally reported on the status of the repairs to the Tennis Courts. FBHOA Volunteers have done much hard work. Ron moved, and it was Seconded by Gary to pay for additional repair materials and to purchase tarps to cover the courts in winter. The motion carried upon vote.

The next FBHOA-BOD will be November 12, 2020, at 7:00 pm with location not determined at this time.

There being no additional business, the meeting adjourned at 9:07 pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary

MINUTES OF THE MEETING
of the
Fairway Boulevard Townhouse
Board of Directors

November 12, 2020

The Board of Directors of Fairway Boulevard Homeowners Association met via "Virtual Zoom" due to COVID-19 Restrictions at 7:00 pm. Those present were Wally Walbruch, President and presiding, Randy Johnson, Vice President and Jane Gronley, Secretary, and Board members, Ron Trippet, Craig Coburn, Gil Conrad, and David Roberts, Property Manager. Gary Ruppel was absent due to his pending surgery, good luck GARY!

It was moved and seconded the Minutes of September 10, 2020, BOD Meeting be accepted as published. The motion carried upon vote.

David prepared a current balance sheet, profit & loss, cash flow, and vendor summary expenses and detail for the fiscal year as of October 31, 2020. Jane made a motion to accept the reports, and Randy seconded. The motion carried upon vote.

OLD BUSINESS

- Gil met with Farmers Union agent, Shaine Reece, to discuss options for coverages, premiums and deductibles for renewal of our 2021 Comprehensive Policy and provided a summation for the BOD. Gil will meet again with Shaine to clarify coverages and request an update to the Policy Synopsis.
- David and Ron reported on the status of Boulevard repairs. Most have been completed, and weather permitting, others may be completed this fall. The remaining are on the list to be completed in the spring.

NEW BUSINESS

- David presented the proposed budget for 2021, which lead to considerable discussion and clarification. Ron made a motion, and Gil seconded the motion to accept the 2021 Budget. The motion carried upon vote.
- Gil and Wally presented a spreadsheet detailing FBHOA Historical Building Data. The historical data is being compiled to determine future mitigation projects and ensure an accurate historical record of major FBHOA project. David and Wally will research records to continue to update the history.
- Gil and Ron reported on the roof survey. Ron surveyed the roofs in the Boulevard identifying problems. He was able to mitigate some of them and referred the others for a roofing contractor. It was decided that due to the difficulty in hiring roof inspectors, Ron will conduct the necessary inspections.

- Wally reported he did not have a complete response to the request for renter's information.
- Wally reported we are still having problems with residents parking in the common areas. Concerns for a renter not picking up after their dog was discussed. David will send a letter to the residence owner, fining them \$250 payable within 30 days per our Pet Policy.
- A gift memorial will be presented to the family of Dorothy Redinger, Unit #106.
- Following the meeting on November 13, through email correspondence, a resolution to the issue related to FBHOA involvement in the substructure of the patio of unit 131 was found. Four members agreed with the payment to 4JBuilders, two opposed, and one abstaining.

The next FBHOA-BOD will be January 14, 2021 at 7:00 pm with location determined at this time.

There being no additional business, the meeting was adjourned at 8:29pm.

Respectfully submitted

S/Jane Ann Gronley

Jane Ann Gronley, Secretary