

**Foxboro Coventry Towns Homeowners Association  
Management Committee Meeting**

<b>Meeting Purpose:</b>	Management Committee Meeting		<b>Prepared by:</b>	Donald Lowry / Nate Fotheringham
<b>Meeting Date:</b>	06/26/13	<b>Meeting Time:</b>	6:00 PM	<b>Location:</b> HOA Clubhouse

**Meeting Attendees**

- Donald Lowry (via conference call), Dan Frischknecht, Mike Bond and Nate Fotheringham

**Meeting Minutes**

**Secondary Watering**

Nate informed the Management Committee that North Salt Lake Public Works recently contacted him regarding Foxboro Coventry not abiding by the city watering restrictions. This restriction prohibits watering between the hours of 10am and 6pm. Working with the Association’s landscaping provider, Nate wrote a letter to Paul Ottoson (Public Works Director for North Salt Lake) requesting that Foxboro be exempt from this watering restriction based on the clay soils at Foxboro, the low water pressure when multiple stations are running at the same time, and the size of the community. Mike Bond expressed his concern regarding over-watering at Foxboro. Mike shared pictures of areas where he found water forming puddles.

Subsequent to the meeting, Nate responded (email dated 6/27/13) to the perception of overwatering and also informed the Management Committee that the meeting has been scheduled for July 8<sup>th</sup> with Paul Ottosen to discuss the extension request. Nate, along with Brett Miller will be attending the meeting.

**Delinquencies / Sixty Day Letters**

Donald asked Nate to inform him if any of the owners who have been served with a Small Claims Action become current with their assessments. Donald indicated that he also needs to complete and submit a Military Affidavit prior to the scheduled hearings. There was some discussion regarding the unit owned by Bank of America Home Loans (Countrywide) regarding whether the bank paid the 2012 property tax because they agree to owning the property, or simply to protect their interest (mortgage). The Management Committee will continue to receive counsel from Jones Waldo regarding the best way to handle this situation.

With respect to late fees, one owner had requested that their late fee be waived due to a bank error that resulted in a late payment. The Management Committee determined that because it was a bank error, the owner recourse is with the bank. Nate will inform the owner on the committee’s decision.

**Driveway Repairs**

Donald asked Nate if he had received any correspondence (phone calls or emails) in response to the driveway repair letter that was mailed on June 24, 2013. Nate indicated there has not been a heavy response from owners, but that he has been able to respond to their questions. Dan also mentioned that he heard that owners were encouraged to know that these repairs are scheduled to be completed.

**Reserve Contribution**

Donald requested Nate to make the June reserve contribution and that no further contributions should be deferred pending any unforeseen expenses.

**2013/2014 Hazardous Insurance Coverage**

Nate informed the Management Committee that he received the updated insurance information from Jerry Rechtenbach with respect to the Association’s new policy and passed the information along to Dave Collett to update the Foxboro website.

**2013-2014 Fiscal Budget**

Donald asked Nate if Rockworth would agree to prepare the 2013-2014 annual budget and if a draft of the budget could be ready for review at the July Management Committee meeting. Donald asked that when

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preparing the budget, that Rockworth be less conservative than what Donald has been in the past. Some things that need to be considered when preparing the budget are: expenses for (1) icicle removal (2) bark replacement, (3) tree replacement, (4) bushes and shrub replacement, and) 5) any foreseen repairs needed to the pool and/or surrounding area. Nate will need to work closely with the Association's vendors to arrive at these expenditures. Mike stated that he has been working on a budget and can help Nate to get a preliminary budget.

**Next Management Committee Meeting**

The next Management Committee meeting is scheduled for Wednesday, July 24<sup>th</sup> at 6:00 pm at the clubhouse.