

**GEORGETOWN BOARD OF GOVERNORS
REGULAR MEETING
MINUTES
MONDAY, MARCH 26, 2007
EAGLE TRACE ADMINISTRATION OFFICE**

President Marty Friedman called the meeting to order at 7:05pm. Present in addition to Mr. Friedman were Mike Newman and Christiana Shantz.

Absent: None

Management: Lou Brawer

PRESIDENT'S REMARKS

Mr. Friedman opened the meeting by thanking everyone for attending. He reported that everything seems to be going well.

APPROVAL OF THE MINUTES

A **MOTION** was made by Mr. Newman and seconded by Ms. Shantz to approve the Minutes of November 29, 2006 Regular Meeting. **MOTION PASSED 3 YES and 0 NO.**

FINANCIAL REPORT

Mr. Brawer made the following Financial Report for the period ending March 26, 2007:

UNDER BUDGET \$6,891

LINE ITEMS THAT ARE OVER BUDGET:

Office: \$40.59 Due to check printing that will last for approx. 2 years and our Corporation yearly filing fee.

Everyone is current on their maintenance for the 1st quarter of 2007.

The Reserves stand at \$58,051

LANDSCAPING REPORT

Marty Frieman introduced Shane Guice from Landscape Art. Shane is our landscape contractor who started work in Georgetown on December 1, 2006.

Shane touched on the following topics:

- 1.) It was necessary to cut the irrigation down to once every 4 days due to a fungus problem that developed. This problem is now under control and the sprinklers will now start running every three days.
- 2.) A weed and feed has been applied and another treatment will be done in April.
- 3.) A four month schedule will be provided shortly.
- 4.) New flowers will be installed in April.
- 5.) During the next few weeks the crews will be concentrating on the trimming of the palms and shrubs.
- 6.) Shane suggested that any resident that does not want a plant or bush touched should put a reflector out. His crews know not to touch these plants.

It was reported that there was a dead tree limb near the pool. Shane said he would remove it.

Mr. Newman showed some pictures of areas that he had concerns about and Shane said that he would address them.

Mr. Guice was asked to clean up the gas and oil stains that his crews have made in the streets. He said that he will take care of this.

Mr. Friedman thanked Mr. Guice for attending and asked that he continue to report back to the Board on process and problems within Georgetown.

WORK ORDER PROCEDURES

Mr. Brawer then passed out a draft of a letter that he would like sent out to all Georgetown residents concerning Work Orders especially those dealing with the irrigation system. The Board approved the letter and Mr. Brawer said that it will be sent out shortly. A copy of this letter is attached.

ROOF – A – CIDE PROGRAM

Mrs. Shantz reported that she has had conversations with Mr. Frank Miele about a copy price for the application of Roof – A – Cide. She said that Mr. Miele will give a 10% discount if there is a least 5 residents that want the application done and a 25% discount if the number is greater than 10 homes. Mr. Brawer is to contact Mr. Miele to work out the details and draft a letter that will be sent to all Georgetown residents.

PAINTING CONCERNS

Mr. Friedman raised a concern that residents are painting their driveways with a non approved paint color. Mr. Brawer said that he has sent letters to those in violation and one has already repainted their driveway with the approved paint color. He assured the Board that Management is on top of this.

Mrs. Friedman reported that it will be necessary to revise the paint pallet as the city has removed several of the colors that Georgetown has been using for many years. She said that the Architectural Review Committee will be working on this shortly and will have recommendations for the Board to approve.

CUL-DE-SAC BENCHES

Mr. Brawer requested permission to remove the two benches in the cul-de-sacs since one is already broken and the other is not in the best of shape. The Board approved this request and asked that he find replacement benches.

DOG STATION

A **MOTION** was made by Mrs. Shantz and seconded by Mr. Newman to send up to \$500 for a dog station to be placed on NW 20th Court. **MOTION PASSED 3 YES and 0 NO.**

POOL UMBRELLAS

Mr. Brawer reported that the umbrellas and the bases at the pool were not in good condition and should be replaced.

A **MOTION** was made by Mr. Newman and seconded by Mrs. Shantz to send up to \$1,100 on three new umbrellas and bases. The umbrellas will have fiberglass ribs. **MOTION PASSED 3 YES and 0 NO.**

Mr. Brawer reported that all the other pool furniture is in good condition. The following is an inventory:

Lounge Chairs	12
Straight back chairs	15
Small side tables	9
Large round tables	3

MANAGER'S REPORT

Mr. Brawer presented his report verbally. The areas he covered included:

- 1.) A preliminary quote was received on our new insurance coverage which will go into effect on May 31, 2007
 - a. Property (including windstorm) \$2500
 - b. Liability \$4000
 - c. Liability Umbrella \$1000
 - d. Employee dishonesty \$300
 - e. Directors & Officers Liability \$750

The total package will run approx. \$8550 as compared to our budget which was set at \$5000.

- 2.) The outside wall was painted and shortly work will start on the inside.

- 3.) Work is progressing on finding new coach lights. The prices seem to be in the range of \$100 and it is estimated that it will cost another \$50 for new photo cells and installation. It is hoped to have some samples shortly for the Board to look at.
- 4.) Mr. Brawer reported that the Master Association Board is allowing him to attend the National Community Association Institute convention in Las Vegas. He will be away from April 24, 2007 through April 29, 2007.

NEW BUSINESS

It was reported that trees will be planted outside of Georgetown along Burning Tree Lane to prevent people from driving on the grass. This work will be completed shortly.

Mrs. Morrow brought up the issue of a dog park somewhere in the Georgetown area. It was felt that this would create many problems including odor and possible health issues.

Mr. Newman talked about the time that the lights at the front entrance come on. Mr. Brawer reported that these lights are controlled by a photo cell that is located between two houses. He will look at moving it so it gets more direct sun. He will also check the timers for the pool lights.

ADJOURNMENT

The meeting was adjourned at 8:35pm.

Respectfully submitted,

Louis Brawer
Property Manager