

Country Hills Manor, Inc.

Ogden UT, 84403

July 18, 2023: COUNTY HILLS MANOR MGMT COMMITTEE

Present: John Sabraw, Chair; Jerry Berchtold, Ginger Hauser, Jim Ormsbee, Debi Wallwork, and Welch Randall Property Manager, Matt Mendenhall

EXCUSED: Robin Bushman, Perry Willard

CALL TO ORDER: John called the meeting to order at 5:58 p.m.

MINUTES; June 20, 2023 - Action: Jim made a motion to accept the Minutes, Jerry seconded, and all approved.

FINANCIAL REPORT: Matt reviewed the Financial Balance, Delinquency forms, and the following items:

Delinquent accounts: Two accounts over \$500 and have been turned over to collections.

Accounts over budget: Matt reviewed these accounts, pointing out those that are over budget (same ones, every month). They will, until the new budget, stay the same as overdraws.

BUSINESS:

Renewal of 60-month CD to shorter term: Matt indicated that Trista (WR office) can place this CD in a shorter term for better interest. Committee approved this action.

Pool & Clubhouse Usage: Matt indicated that there are a lot of reservations for clubhouse use and that he has noticed the pool usage is regularly active. He has the professional cleaner come in after every 3rd or 4th usage.

Clubhouse Swamp Cooler: Matt said that the swamp cooler in the clubhouse is on its last legs as is the furnace. And the windows need replacement. Matt said that the clubhouse is getting a lot of use and seems to be getting more usage as the year goes on. **Action:** Ginger made a motion that the furnace be replaced, air conditioning installed, and Matt should get bids to do the west and north windows. With clubhouse usage up, it is appropriate to cater to the unit owners by keeping the place comfortable. Jim seconded and all approved. The committee felt that the sliding glass doors to the east could be replaced at a later time, using just windows for the northeast sliding door. It was noted, for the record, that Perry (on vacation) had voiced disapproval for these actions.

Rain Gutter Replacement: Said that all gutters scheduled for replacement have been installed.

Metcalf Requests: Matt said the Metcalf's had requested the following: Cut off all old coaxial cables: *The Metcalf's can do that.* Replace shutters they will purchase: *Matt will ask them to provide photos of what they want to buy.* Power wash the brick: *No. They can hose down the brick themselves.* Scrape and paint door frame: *Matt will ask Shane to look at that.* Replace patio window well. *No. They can paint it if they like.* Front porch replacement. Matt said that he has talked with several companies about getting bids to do this work on the Metcalf, Shepherd, and Doerr-Francis' front porches. This being the contractor's busy season he has not yet received any bids.

Landscaping Issues: Matt has contacted Barry about the burned-up lawns and will meet with Barry again tomorrow for a walk-around. Some areas were not getting any water due to broken timers, solenoids, etc. Debi indicated that no weeding had been done in the pool areas. There was general consensus that USLawns is Not doing a good job on the landscape. Board members asked Matt to look around and see what other landscapers we could use. It was Ginger's opinion that USLawns did a reasonably good job in the winter.

Newsletter: Suggestions: no propping open pool gates, taking down ropes in pools (both of these will get the pools shut by the health department), NO feeding stray animals, AppFolio fee.

BOARD MEMBERS:

John: Ballots – how are they tracked when they come in? Would it be possible to contact those folks who have not voted about two weeks prior to the election and pick up more ballots so that we do not have to run around the night of the election/annual meeting collecting ballots. Lock box in clubhouse door. Would it be possible to secure the box which is now wide open to anyone walking in or out of the basement door (frequently left open in the summer.)

Jim: Happy to have their front door area painted.

ADJOURNMENT: John called the meeting at 6:58 p.m. The next meeting will be held on **August 22, 2023** at Ginger's house.

Respectfully submitted:

Ginger Hauser

Attachments: Financial statements dated July 17, 2023