

**HOMEOWNER’S ASSOCIATION**

**PARK CITY, UTAH**

2020 ANNUAL MEETING

**MINUTES**

The 2020 Annual Meeting of the Bear Hollow Village Homeowner’s Association was convened on December 7th, 2020 at 7:35 PM MST via a Zoom webinar.

**The following 33 Owners (35 votes) were present on the webinar:**

Brandon Adams Paul & Julie Andrews Mike Axelrood Deborah Aronson Sabrina Bai Matt Brown

Marian Bressel & Laura Jumani Howard Butt Ron Bryce Don & Cindi Chittenden Jon Connor Dawn Estelle

Matt & Tori Dombrowski Eric Iverson Mike Johnson

Fred & Harriett Kelner Jody Lodrick (2 votes) Rob Magnotta

Rick Mischel Bettina Jones Bruce Maw

John Molenaar Karen Malm John Ostrowski

Susan Stark Cathy & Bill Popadich Becky Yih

AmyJo Thompson / Lily Parcells Bob & Sandra Vandergriff Joe Venturato Greg Watkins / Kim Blocker (2 votes) Susan Worthington Katie Sarette

**The following 24 Owners (28 votes) were represented at the meeting by proxies received:**

Mark Bigatel Martin & Anne Blazic Weston Charles

Dean & Kathleen Breda William & Barbara Connell Donald Fella

Gregg & Dawn Faulconer Paul Gardner Eric Gnakadja Ken & Traci Grant Steven Harrison Eileen Haynes

Robert & Marilyn Henderson Eric Iverson Michael Keglovich

Don Kerr Joseph & Beverly Kimmel Rick McConnell

Paula Ann & Michael Lack Mike & Erika Nutting Nikolaj Owcharuk

Laura & Ervins Ramanis Randal Rupert / Office Bldg (5 votes)

Ryan Stevenson / Jenelle Butera

**The meeting did not achieve a quorum with a total of 63 votes represented.**

(Note: 139 votes were needed for a quorum. When a meeting does not achieve a quorum, in accordance with the Association By-Laws and the community CCR’s, the Annual Budget is deemed to be approved as presented by the Board of Trustees. No other official business can be finalized; the meeting needs to be re-convened at another date for the purpose of finalizing other official business matters. The only other matter of official business to be addressed would be the election of Trustees. (More info at end of Minutes). \*\*

**Howard Butt, President of our HOA, acting as a co-host with Jody & Greg, opened the meeting**, welcomed all in attendance and thanked the Owners for joining the meeting. It was mentioned that we have welcomed 29 new Owners year to date into our community and said farewell to an equal number of old friends. We are a very diverse community with Owners from 31 different States, Puerto Rico and 5 other countries (Australia, Canada, Hong Kong, Mexico, Saudi Arabia). There are also 5 additional property sales scheduled to close before years end.

While the meeting did not achieve a quorum, as noted above, a discussion on community matters with the Owners on the webinar was still appropriate. Howie mentioned that we would conduct the meeting in accordance with the Agenda and any/all Owner concerns expressed at the Meeting would be addressed.

**Jody gave a Treasurer’s Report on the Association finances as follows:**

We started the year 2020 with a combined balance of $540,912.15 in our banking accounts.

**As of 12/7/2020,** we have the following funds on deposit in accounts with the

JP Morgan Chase Bank, Kimball Junction Branch:

CHECKING ACCOUNT (operating capital) $ 45,773.68

MONEY MARKET RESERVE ACCOUNT $ 290,035.73

MONEY MARKET EMERGENCY FUND $ 50,469.01

TOTAL HOA FUNDS AVAILABLE **$ 386,278.42**

ALL HOA bills are paid by check in accordance with the Check Disbursement Procedures in place - (all disbursements by check are co-approved by Jody & Howie).

ALL HOA bills are current and paid in full to date. The HOA has NO debt.

**ALL funds are fully accounted for and the HOA remains in excellent financial condition.**

**It was noted that our total funds declined due to the community road repaving project expense totaling $190,870.04 that was funded almost entirely by Reserve Account funds.**

**Howie made a presentation on the status of the Association reserve accounts / study.**

The State of Utah enacted laws in 2011 that require all HOA’s to have a reserve study conducted and to have separate reserve savings accounts. The purpose of a reserve study is to identify future repair or replacement costs an HOA will incur and then to implement a systematic savings plan to address those future costs.

Recognizing the importance of saving for the future, our HOA conducted a reserve study in 2006 and we have been saving diligently since then for the costs of repairs or replacement of our infrastructure when that time comes. We contribute $36,000.00 annually to our reserve account from part of the dues collected. We are saving funds to address the future costs of repairs to the Clubhouse (roof replacement – furnace – painting –etc.), repaving our private roadways, and other infrastructure repair or replacement (retaining walls – Bobsled bridge – etc.).

We also budget funds annually for repairs as necessary for our Clubhouse and infrastructure. Doing repairs when they are needed has helped substantially in preserving and extending the normal life span of our infrastructure. At some point in time things will need replacement. We will be ready when that time comes.

Our Emergency Fund was established to deal with any unforeseen circumstances or situation we might encounter in the future. It is fully funded at the $50,000.00 level (plus interest that accrues) and these funds would also be available to supplement the reserve account funds if necessary.

The Trustees believe that our Reserve Savings plan and accounts are appropriate and adequate at this time. The Reserve Study is available for viewing or download on our website www.bhvhoa.com.

**Greg, the Clubhouse Manager, gave a report on the Clubhouse, summarized as follows:**

* As a safety precaution and due to the Covid-19 pandemic we installed an air purification system as an attachment to the building HVAC system. Two units were installed to remove airborne and surface contaminants and pollutants including microbes, viruses, bacteria, allergens, dust, mold and smoke contaminants.
* The Great Room suffered a fire suppression line break / water damages. We filed an insurance claim with our insurance company (Travelers) to cover cleanup and repairs (minus our $1000. policy deductible). Alpine Disaster Cleanup did a fine job in responding to, cleaning up and restoring the Great Room.
* A new pool cover was purchased and installed.
* Some of the metal lockers in the men’s and ladie’s rooms were removed; they were rusting and not really being used. The walls and tiles in each room were repaired and cleaned as needed and new artwork was purchased for the walls to brighten the appearance of each area.
* All exterior window trim / doorways / facia areas were refinished.
* The stone columns on the exterior were repaired and replaced with natural stone.
* The wood blinds in the gym were repaired.
* The microwave and garbage disposal unit in the kitchen were replaced.
* As per Owner request at the 2019 Annual Meeting we staffed the Clubhouse / pool on Mondays during the summer months – there were no overcrowding issues noted.
* The Clubhouse passed all State of Utah and Summit County Health Dept. inspections of the boilers, fire suppression system, and safety features.

Howie added that due to Covid-19 restrictions imposed by the Summit County Health Dept. and in the best interests of the community and its residents we closed the Clubhouse in March for a few months. We re-opened for the summer pool season with some occupancy limitations and restrictions as per guidelines. The hot tub remained closed. We also opened the gym with a maximum occupancy restriction of 4 persons allowed in room at any one time, in accordance with Summit County guidelines and the size (sq.footage) of the gym room.

All persons using the Clubhouse were asked to wear a face mask; we purchased a supply of face masks and had them available at the Clubhouse upon request.

We plan to re-open the hot tub on December 18 with a maximum occupancy of 6 persons allowed at any one time; all persons using the hot tub must wear a face mask.

Howie provided additional information regarding the community road re-paving project.

We followed the lead of the County who just repaved County Roads Bobsled Blvd and Oslo Lane. Contractors were asked to submit bids and Big Red Paving Co. was selected for the job.

All our roads were thoroughly inspected and evaluated by their engineering and professional staff regarding what each road needed. All our private roads were either repaved with a 2 inch asphalt overlay or given a crack seal / slurry coat as necessary. It was also necessary to re-collar the sewer manhole covers on re-paved roads as per Snyderville Basin Water Reclamation District requirements. All our roads are now in great shape!

Howie thanked all residents and Owners for their cooperation during the paving work. Numerous communications with the community were emailed/posted on our website or roads as needed and everyone did a great job in cooperating so inconvenience could be kept to a minimum. THANKS AGAIN EVERYONE FOR YOUR COOPERATION !

**Susan gave a presentation on community safety concerns and unsightliness issues, summarized as follows:**

* Reports of speeding cars are being received. Our children are our most valuable possessions and we need to take every precaution to ensure their safety. The HOA has posted signs near the Bear Hollow Park area asking motorists to please SLOW DOWN.
* All Owners are requested to inspect their property exterior and make sure that maintenance as needed is done, especially on decks / logs / stairways. The HOA regularly inspects the community and notifies an Owner if an unsightliness condition/ violation is noted. Owners are asked to please cooperate and be proactive in keeping their properties in first class appearance.
* Please do not store items outside your home inappropriately- keep things out of sight as much as possible to help maintain overall community appearance.
* Trash and recycling services are provided by Republic Services on behalf of Summit County. You pay for the service with part of your property taxes.
* There is also an annual surcharge billed to you directly by Republic Services on behalf of Summit County.
* All properties are provided with trash (grey) and recycling (brown or blue) containers that must be used – no trash or recyclable materials outside a container will be picked up.
* Trash pickup is weekly on Tuesdays – recycle pickup is bi-weekly also on Tuesdays.
* Do not co-mingle trash and recyclable materials and do not bag recyclable materials – keep them loose in the container.
* Owners are responsible for placing their trash and recycle containers curbside –they should be placed curbside no earlier than Monday evening for Tuesday pickup.
* The HOA will return your trash and recycle containers from curbside to your home after they are picked up/ empty.

Go to the County website [www.summitcounty.org](http://www.summitcounty.org) for more info on recycling.

Contact Republic Services at 435-615-8311 with any questions or issues.

**Howie provided an overview of community projects, landscape and snow removal services summarized as follows:**

* All lawn areas received an aeration, three fertilizations and 2 weed preventative sprays.
* Mulch was added as needed to all areas/properties on north side of Clubhouse (we do half the community each year – next year will be south side areas).
* This was a bad year for our tree’s, insect problems were widespread. The HOA gave all our trees two insect control treatments, a borer control treatment and a deep root fertilization to help preserve their lifespan and appearance. Some tree’s fared better than others. Please be reminded that tree’s on your private property are your responsibility to replace if needed. The HOA will assist you upon request.
* Summit County repaired the railings and structure of the Bobsled Bridge, they did a nice job. The HOA had the wooden bridge railings, along with the wood beams at the mail kiosk and the split rail fencing on Bobsled Blvd. re-stained. Some areas were very dry – needing 4-5 coats of stain.
* We repaired the stone work at the mail kiosk, also replacing the stones with natural stone as needed. Both of the BBQ grill enclosures also needed some stone repair work.
* In 2021 we are planning to add an improved pathway from Bobsled Blvd to the millennium trail behind Cross Country Way and also address the deteriorating sloped area off Slalom Way.
* Our snow removal contractor (Eschenfelder-formerly Red Barn) is doing an excellent job keeping our roads, sidewalks and driveways open and cleared during snow storms. The Trustees monitor their performance and response. Owner concerns have been very minimal. We used 76 tons of road salt and 403 bags of ice melt on the sidewalks during the past winter season to keep roads and sidewalks as safe as possible.

**Jody gave a presentation on community parking rules, summarized as follows:**

* There is no parking of recreational vehicles/boats/trailers/etc. permitted anywhere, including on Bobsled Blvd or Oslo Lane. Although they are County roads they are still IN Bear Hollow Village and subject to the CCR rules which prohibit parking of these type vehicles anywhere in the community. The Trustees will grant reasonable exceptions for Owners needing to service their RV/etc. before or after a trip.
* The HOA has placed signs on all our private roads identifying the parking rules and restrictions. Vehicles parked in violation of rules will receive a warning notice before any other actions are taken.
* Vehicles impeding traffic or creating a safety concern will be towed immediately.
* Vehicles left in same location and unmoved after 72 hours are in violation of Summit County Ordinance and HOA rules and subject to towing.
* All HOA vehicle rules and regulations are posted on our website [www.bhvhoa.com](http://www.bhvhoa.com).

Please take a moment to review the parking rules and make sure that renters are aware of the parking rules and all other community rules.

Howie opened the meeting to the Owners to ask questions using the Zoom Q and A feature; the following questions / issues were addressed:

An Owner requested that all communications from the HOA be in electronic format.

The Trustees are in favor of this, but would like to reserve the option to use regular

mail or in person communications if deemed necessary.

An Owner advised that a mutt mitt / dog waste station in the Village Green area is very close to the picnic tables and the smell from the dog waste is a nuisance. The Trustees will move the location of this station in the springtime.

An Owner advised that noise complaints from unruly occupants is a recurring problem.

Howie commented that the Summit County Noise Ordinance prohibits unreasonable noise after 9PM. Residents experiencing noise problems should contact the Sheriff for their response to the issue. In addition, if the address of the noise violation is made known to the Trustees and a Sheriff response is documented the HOA will take appropriate enforcement actions. This problem is basically with nightly renters. Owners renting their properties are asked to make sure their renters/property managers are aware of the Noise Ordinance and HOA rules in this regard.

An Owner asked if glass recycling / pickup was being contemplated. This would need to

be a service provided by the County – there is no plan we are aware of to add this service at this time. The nearest glass recycling station is at Willow Creek Park. The HOA is also not in favor of establishing a glass recycling station in the community that we would have to control. Logistical problems, animal issues and odors are our concerns.

An Owner stated she has a problem with losing her trash can after pickup. It was suggested that making sure your property address is placed on the container(s) would help. The HOA brings all trash and recycling containers back from the curb after they are emptied.

An Owner asked if the HOA would consider having the HOA add the service of placing trash and recycle cans curbside for pickup. The Trustees would prefer that individual Owners handle this responsibility as an added check up on their properties.

An Owner asked if additional security cameras could be put in the community as a deterrent against vandalism and crime. The Trustees have placed security cameras at the Clubhouse and the mail kiosk to monitor the Clubhouse / Village Green and immediate area around the kiosk.

There are no other areas that have been identified as suitable for the HOA to add cameras as per our security camera service provider. There have been some mischief / vandalism issues in the community with youths spraying some graffiti and some stop signs being stolen. The signs were replaced and the graffiti was removed - we ask that if this type of activity is observed please bring the matter to the attention of the Trustees for actions as necessary. In the past we have asked the Sheriff for help with this problem with positive results. We are not a “high crime area” by any standard, but there have been some vehicle thefts and thefts of bicycles, etc. from Owners driveways or from the front of their properties. Owners are reminded to lock their cars and garage doors overnight and keep valuables secured as best possible.

An Owner asked if we could have an “adult swim time” at the Clubhouse pool. We tried this in the past and found out this is a violation of Housing and Urban Development (HUD) age discrimination laws.

An Owner asked if installing speed bumps as a means to slow down vehicles was an option.

The Trustees are not in favor of adding speed bumps on the roads; they would be a hinderance to snow plowing operations and a maintenance problem.

An Owner asked the status of the Bill White Farms easement request. After a thorough review of the request the Trustees voted on 11/6/20 to approve the easement request. The CCRs (Article 3.18) and Utah statutes (specifically Utah Code 17-27a-606 et. seq.) are clear that the authority to grant an easement rests with the Trustees. In addition, we must follow the procedures as outlined in the rules and the statutes or risk creating bad precedent for future actions of a similar nature. The Trustees believe that our actions in this, and all matters of community concern, are always with the best interests of the Owners in mind and with the safety and well being of the community residents as our highest priority.

An Owner stated there were parking concerns on Cross Country Way with vehicles parking in spaces reserved for the Cross Country Condo building / residents. Howie advised that he has been in contact with the Cross Country Condo property manager to discuss the issue. In addition, there are signs posted clearly saying the spots are reserved for the condo building; towing away vehicles parked illegally is an option available.

Howie also reminded everyone that there should be no vehicles parked anywhere on Upper Luge Lane, including the turn around area (needed for the garbage truck and emergency vehicles). Signs are posted advising no parking is permitted on the road.

**A discussion on 2020 expenditures and the proposed 2021 budget was opened.**

The Trustees have been very diligent and hard working in managing the Association’s funds and financial responsibilities.

**There is no dues increase for 2021 !**

Howie reported that the Summit Water Distribution Company was implementing an approximate 3% increase to their water consumption and water delivery rates. This will result in a slight increase to the quarterly irrigation water assessment on townhouse and condominium units. The assessment will increase to $51.00 quarterly (was $49.00) for 2021. (Note - the assessment only applies to townhouse and condominium units – single family detached homes are billed directly by Summit Water for their irrigation water use along with their culinary water use. Irrigation water used for the townhouse and condominium properties is metered separately, billed to the HOA, and then we apportion the charge to townhouse / condominium unit owners).

As mentioned, since a quorum was not achieved at the meeting, the budget is approved as presented by the Trustees in accordance with the CCR’s. There were no questions on the 2021 budget or 2020 expenditures from the Owners on the webinar.

**The process of nominations for Trustee elections was opened.**

There were 2 Trustee positions to be filled.

Owner Kim Blocker nominated Greg Watkins for a Trustee position; seconded by Owner Bettina Jones.

Owner Joe Venturato nominated Susan Worthington for a Trustee position; seconded by Owner Don Chittenden.

No other nominations were received or presented.

Without a quorum, the completion of the Trustee election process could not be accomplished.

Howie reported that current Trustee Doug Wagner recently sold his home and moved out of the community. The Trustees appointed Owner John Molenaar to fill Doug’s remaining

term of office.

A brief introduction of John to the Owners is as follows:

John, his wife Michele, and their daughter Sydney have enjoyed their Bear Hollow Village townhome since 2005. They are residents of Scottsdale, Arizona and spend most summers and the holidays in Park City.

John is a retired Chief Financial Officer of one of the largest US agricultural chemical manufacturers and a non-practicing CPA. During his career, he held financial management and management consulting positions with a number of Fortune 500 companies. After retirement, he became a motorsports enthusiast, competing for 12 years in several amateur sports car racing venues on West Coast and Intermountain area tracks. John has since hung up his helmet and now enjoys time in the mountains hiking, biking and motor home camping. John’s family are National Park enthusiasts and have discovered that Park City is a great base location for their annual visits to the many National Parks that are within a day’s drive.

John served on the HOA Management Committee of Silverado Lodge, which is located in The Canyons Village of PCMR, for 11 years, with six of those years as President.

As a Bear Hollow resident, John places great value on the effort and contributions that the HOA Trustees have made in order to keep BHV a highly desirable community. As a new Trustee, John will strive to make similar contributions in the future. John can be contacted at 602-363-6427 or [jamolenaar@msn.com](mailto:jamolenaar@msn.com)

With no other business matters to conduct or discuss, Owner Joe Venturato made a motion to adjourn the meeting; seconded by Owner Kim Blocker.

The meeting was adjourned at 9:05 PM.

\*\*As noted, the meeting did not achieve a quorum and the election of Trustees could not be finalized. **The Annual Meeting will need to be re-convened** for the purpose of holding the election for vacant Trustee positions.

**NOTICE** that the Annual Meeting was being re-convened for the purpose of concluding the Trustee election process will be posted in the Clubhouse and all Owners were advised of the possibility that a re-convening of the meeting might be necessary with their Annual Meeting information packet sent to them. A reminder Notice will also be sent to all Owners.

**The date of Monday, December 14, 2020 via Zoom webinar was established and posted for the re-convened meeting to finalize the vote for election of Trustees.**

**RE-CONVENED ANNUAL MEETING**

The 2020 Annual Meeting was re-convened on Monday, December 14, 2020 at 7:35 PM via Zoom webinar . HOA President Howard Butt opened the meeting, co-hosted by Jody and Greg.

**The following 13 Owners (15 votes) were present on the webinar for the re-convened meeting:**

Bob Baker Howard Butt Gregg Faulconer

Alicia & John Cummings Donald Fella Lars Friberg

Mike Johnson Jody Lodrick (2 votes) Rob Magnotta

John Molenaar Dave Schloss Joe Venturato

Greg Watkins (2 votes)

All proxies previously submitted for the regularly scheduled Annual Meeting that were not amended were also valid for the re-convened meeting.

**The meeting constituted a quorum.**

(Note: At a re-convened meeting, whatever the number of members/votes present is constitutes a quorum in accordance with the CCR’s and By-Laws).

The only remaining item of business to be addressed at the re-convened meeting was the election of Trustees. There were 2 vacancies and 2 names were placed into nomination; Greg Watkins and Susan Worthington.

Howie opened the voting to the Owners on the webinar via the Zoom survey link. There were 13 votes cast for Greg and 11 for Susan. The Trustees casted all votes received via the proxy forms in accordance with the Owner instructions.   
  
As the result, Greg and Susan were re-elected for 2 year terms of office as Trustees.

Congratulations to Greg and Susan on their election.

Howie asked if any of the Owners had any issue they would like to discuss. An Owner

asked if the Trustees would consider imposing a fee on dog owners in the community to

defer the costs of maintaining the mutt mitt stations and dealing with dog waste. Howie replied this would mean treating pet owners differently than other owners, something that would not be

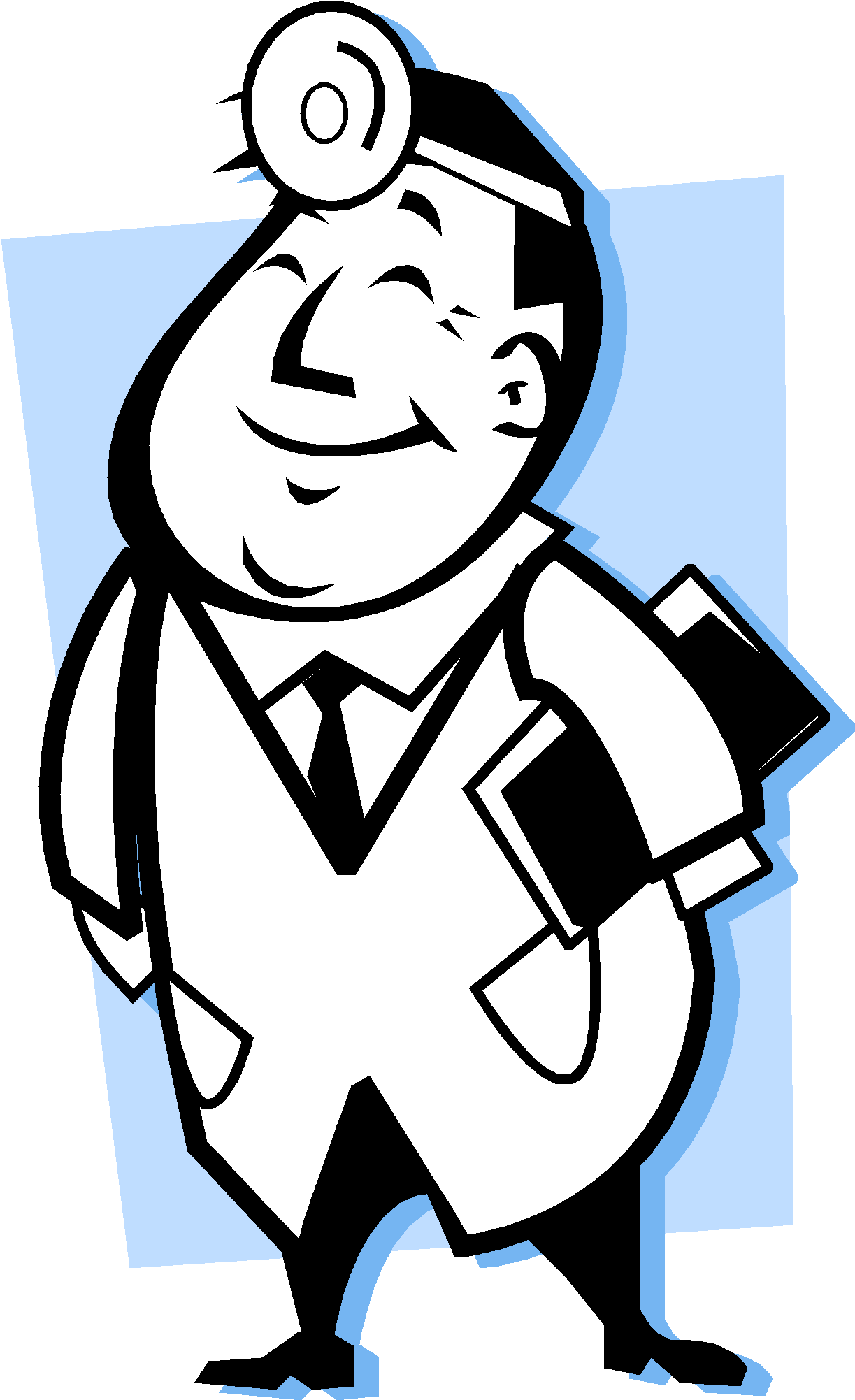
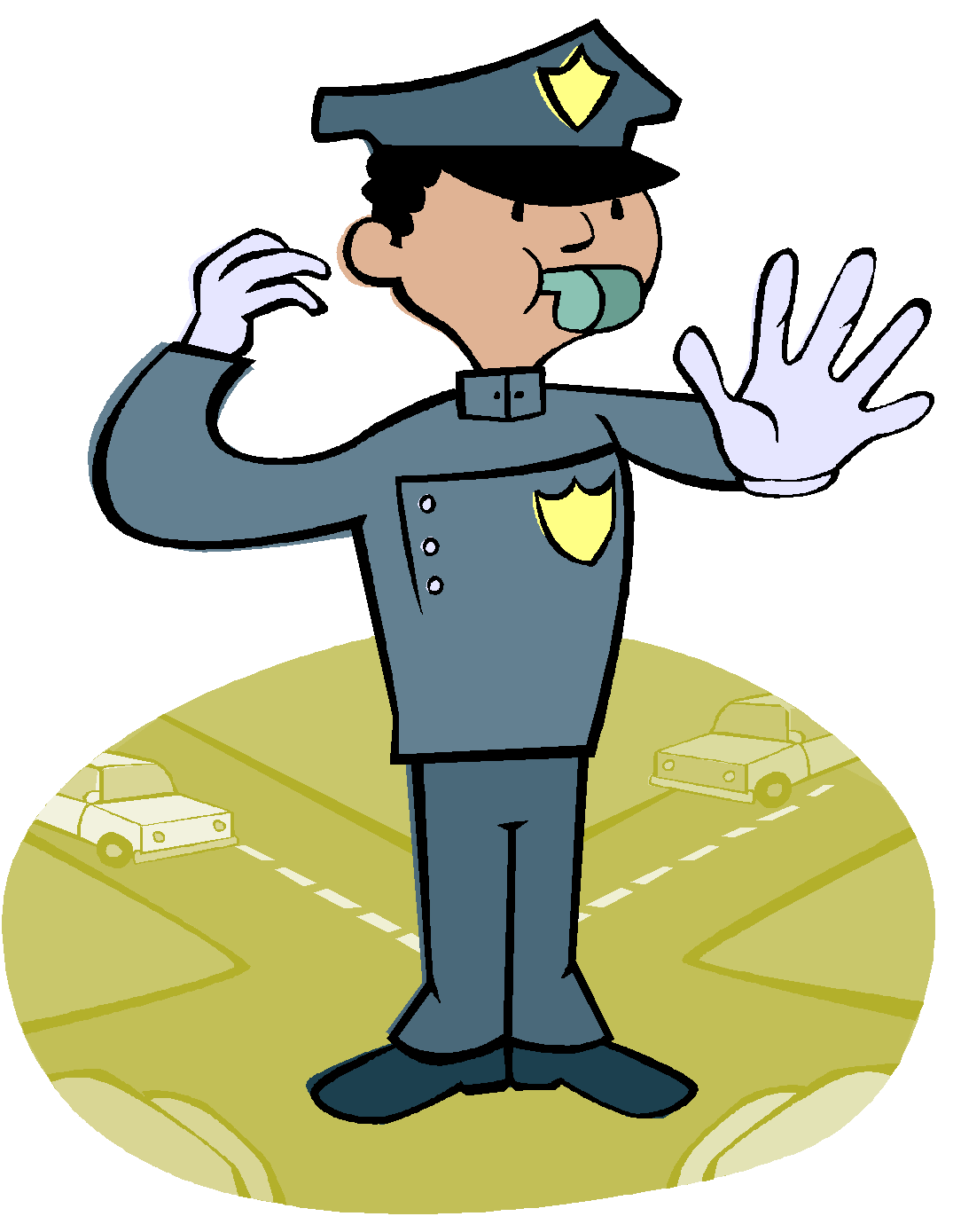
a best practice or supported by the language of the community rules (CCRs).

With no other business to conduct Joe Venturato made a motion to adjourn the meeting; seconded by John Cummings. The meeting was adjourned at 7:50 PM.

The Board of Trustees would like to take this opportunity to wish all of you a healthy and happy Holiday Season and a Happy New Year!



Greg Susan John Jody Howie

PLEASE VISIT OUR WEBSITE

[WWW.BHVHOA.COM](http://www.bhvhoa.com/)

FOR COMMUNITY INFORMATION AND ANNOUNCEMENTS