

Attendees:

Brad DeReamer
Jim Miles
Judy Spears
Larry Amick
Larry Raasch
Lynne Flynn
Mike Moore
Jim Mervilde – via Skype

Absent:

Terry Reef

- I. Call to Order and Introductory Comments – Jim Miles: Jim called the meeting to order.
- II. Adoption of Agenda: Motion to accept agenda by Brad D; Motion seconded. __8__ Votes yes.
- III. Approval of Minutes of the December 15, 2015 AC Meeting.
Motion to approve minutes by Lynne Flynn; Seconded. __8__ Votes yes.
- IV. Comments
 - A. AC Chair – Jim Miles: Improved organization is the key as we go forward. Giving direction to future Board of Directors is a goal.
 - B. Management Company Report – John Doehrman forwarded reports in advance (See Attachments)

John D stated that he desires to get a list of AC members that are on respective sub committees.

Regarding the Knox Box program – hinged boxes are preferred to the non-hinged due to weather concerns. Resident Bob Scroggins is heading up the Knox Box program. Residents should contact John D if they desire a Knox Box; style and prices will be communicated to residents.

The City of Fishers is now a Knox Box approved community. They can actually be ordered through the city (a recent change). Packet and info will be forthcoming to homeowners.

John reported that the Caliber Web informational packet (guide) is being put together for new information pertaining to log ins and the purpose of Caliber Web. The online site will be the primary tool for homeowners reporting needs relating to work orders in the community and providing a paper trail for expenses and work completed. A password for the homeowner will be sent when requested by email.

Tennis courts - warmer weather is needed for the contractor to finish the work; for ponds, some drainage issues still need to be addressed. Outdoor swimming pool – Hoosier Fence is to take care of broken brackets; fence is sagging due to broken brackets. Bids are being taken for tuck pointing on the chateau.

Pool hours – discussion is ongoing for possibly altering pool hours. Mike M and Jim Miles stated that the AC should see any cost ramifications of altering pool hours and details of pool proposal. John D indicated that the pool security company also needs to be contacted to see if altered hours could fit their schedule for life guards.

Larry R asked about Cellar St not getting de-icing chemicals. Lee Clouse indicated that due to Cellar St not having a topcoat, it is not yet serviced by the city.

John D reported that two muskrats have been captured by Critter Control thus far. John passed around a picture of the captured rat. Mondavi and Charbonneau ponds are still being worked by Critter Control.

Realtor signs – John stated that two signs were removed and laid down by him recently. He continues to monitor placement of realtor signs.

Jim Miles asked about the two inch snow removal policy – any way for homeowner to get snow removed when there are less than two inches? John stated that he will work with Hittle to see if they are interested in setting up a deal with homeowners. The previous cost was \$25 per shoveling. Jim Miles asked about a phone number that residents could call to get their drives shoveled if so desired. John stated that he would ask Hittle if they are willing to participate in a program that possibly result in different options for the homeowner. Lee C echoed the option possibility with Hittle.

- C. Lifestyle Director – Cathy Paschen: Cathy forwarded a summary in advance: See Lifestyle Information (attached)

Cathy is organizing the first “Welcome Coffee” on a quarterly basis – hopefully the middle of Feb for the first meeting. Brad D stated that he would be willing to serve on such a committee as AC member.

When asked by Lee C, Jim Miles stated that the quarterly Pulte Management meeting with AC before quarterly meeting is preferred as opposed to after.

Larry A stated that Joe Lamirand asked about the formality of confirming the new AC members and officers. Lynne indicated that the AC had discussed this and decided that voice vote was enough to make it official. Larry A indicated that appearances are important and reconfirmation may be important at this time.

Jim Mervilde cited the sitting chair would call a meeting for an orderly transition which is open to the public. An organizational meeting was held in December which should serve as confirmation of new members who would continue to serve after January 1. Jim Mervilde read from the Policies and Procedures document (Item h, Part 5 Business Operations) and felt that the AC has followed Policies and Procedures. Jim Mervilde believes that this topic is not necessary to revisit now.

Lynne asked if we are setting a new precedent? Jim Mervilde indicated that, "In the absence of written policy, practice becomes policy."

Mike M made motion and seconded by Larry A to vote: "to confirm the election of officers conducted at the December AC meeting."

Hand vote held: 4 in favor, 4 opposed; motion failed due to the tie. Newly elected officers do not need to be confirmed at the January meeting.

V. Subcommittee and Ad Hoc Committee Reports

- A. Finance – Larry R distributed the budget report. There are no financials to compare yet. Higher expenses appear in the report from April to June. Expenses for the cap reserve are at \$11 per month.

Lee Clouse stated the common area expenses are spread out throughout the year. From a budget perspective, the shortfall is inclusive of everything. Pulte won't turn over to AC with a negative shortfall within the budget; there is a \$130,000 negative balance currently. Three years for the break-even point is the estimated time frame according to Lee.

- B. Reserve Study – Jim Miles indicated there is one more meeting yet of the reserve study. One purpose is trying to give homeowners a full understanding of what the reserve is and what it does. Lee stated that he has answered some questions from homeowners occasionally concerning reserves. The reserve study should be completed by the end of the first quarter, 2016. Frequency is typically no longer than every 5 years, but two years for Britton Falls due to the upcoming construction of the annex. The next study is probably two years out.
- C. Communications – Mike M stated that the January Wine Press has gone out. Committee chairs should contact him for items, reports, etc. to be included in *The Wine Press*.
- D. Facilities & Grounds – Larry A indicated that changes will be coming for the subcommittee; possibly being split into 2 groups. Not a great deal has been done recently due to the impending split. If the committee is split, Larry A will schedule his committee in early Feb. Members will be queried as to

preferred committee: grounds or facilities. A couple of persons have contacted him for inclusion.

E. Community Quality – Jim Miles: No report.

F. Government Relations – Brad D stated that the City Council meets the 3rd Monday of the month; the AC meets the 3rd Tues. Approval of IKEA is on the current agenda of the Fishers City Council. New Top Golf Company asking only for **not** to pay impact fees to build in Fishers. Top Golf is an England company coming to Fishers for gaming, restaurants, driving range, etc. Its location will be on 116th St near LA Fitness.

Brad believes there is no doubt that IKEA will pass council approval. Larry A asked if certain things were promised of IKEA? Brad stated that INDOT should satisfy its contract relative to the exit on I69. Brad stated that liquor licenses are almost at the maximum, which limits the number of restaurants in Fishers. Mayor Fadness is working on expanding the number of 3 way licenses within Fishers in order to attract more restaurants.

G. Transition/Documents – Jim M: Nothing to add.

VI. Unfinished Business

- A. Status of Attorney for AC – Jim Mervilde/Jim Miles: Jim Miles will sign paperwork for retaining the attorney. Contacts will be Jim Miles and one other person.
- B. AC Handbook – Jim Miles indicated that the handbook was started by Joe Lamirand which was a good effort that has not been officially approved, but that there is still a real need for the handbook. The handbook of current practices would be a good idea in order to clarify for succession of the AC/Board of Directors. Jim believes that the AC should expand upon what Joe has started and that AC members will be assigned to particular sections of the handbook in order to improve and expand it.
- C. Villa (Annex) Building Status - Brad D reported that the meeting was supposed to take place with Matt L in January but did not take place. The architect has been hired for the construction of the villa.
- D. HOA meeting with Matt L – Brad D stated that the February meeting is upcoming.

VII. New Business

- A. Sub-committees for 2016 – Jim Miles: (Attached) Hopefully, these will serve until transition occurs. Familiarity is important for the transition; facilities and grounds have been changed to separate entities due to the fact that different strengths of members are needed for each subcommittee. Lee C questioned why Safety subcommittee was eliminated. Jim stated that he considers it beneficial to be placed under Buildings/Grounds. What is next step? There might be value in outlining parameters for each subcommittee.
- B. Posting of Amenities Committee Recommendations: Larry A suggested that report be posted on Britton Falls portal. It is important to keep residents informed of discussions of villa and general improvements in community. Lynne suggested that info be included in Wine Press.

The Resident Spotlight section could be changed for the short term within the Britton Falls website to AC Documents to get these important documents on front page of BF website.

Brad D stated that head count data has been kept for chateau.

Larry A made motion that information regarding the villa be posted in a conspicuous location on the Britton Falls website. Seconded. Vote: Yes – 8.

- C. Policies & Procedures: successive terms (Successive Terms doc attached) Jim Miles reviewed document. Larry R – asked whether AC should keep one year separation in statement? Jim Miles stated that Pulte put in the statement; they want an AC with much turnover. Judy suggested consistency with language (elect/appoint). Motion to accept change of eliminating nomination w/ phrases reelect/appoint made by Brad, seconded by Lynne – yes 8 votes.

The approved change to the Policy and Procedures/4. Organization/d is:

A homeowner may serve as a member of the AC a maximum of six years. Three-year terms must be separated by at least one year. Members that are elected or appointed to terms of less than three years may be elected to a succeeding term without a one-year separation. Members may be elected or appointed to a succeeding term of less than three years without a one year separation. No member may be elected or appointed for a term that could result in exceeding the six-year limit.

VIII. Discussion of Resident Concerns

Sondra Cremer, resident, commended the AC on doing a great job. She stated that transparency is important. She would like to see subcommittee meetings open to residents. Brad stated that this is a good idea. Mike M thought it could be a challenge to inform residents of meetings since the subcommittees meet on short notice. Lynne felt that the AC should try to inform the front desk to try to get the word out and to post minutes of subcommittees for those who can't attend.

Jim Miles stated that the AC should make an effort to inform residents of subcommittee meetings on the BF website. Judy suggested posting names of subcommittee chairs.

Jim Mervilde stated that the document that was developed in the work shop of AC (Dec) should be revisited.

Judy asked Brad regarding stop signs: Federal guidelines state that stop signs should be 7 feet high. Brad will follow up on the stop signs.

IX. Adjourn

Mike Moore motioned to adjourn. Seconded. ___8___ Votes yes.

Attachments:

John Doehrman January 2016 Report

January 2016 Chateau Report 1/19/2016

- Please provide me with a new list of AC members for 2016 and include their email addresses and the committee they oversee. Is this up to date on the portal?
- Knox Box initial order has been placed and 16 boxes have been ordered. Homeowners Bob Scroggin and Jim Bell will oversee the distribution and installation. They will be the key players in making this program work and communicate with the City.
- New compressor installed in the Dectron Pool humidification, heating and colling system. (Completed Jan wk 2)
- Completed items:
 - Locker room floors steam cleaned
 - Pool area floors steam cleaned
 - Pool Tables re-leveled
 - Street signs repaired in community
 - Brandy Lane street sign added at Del Webb Parkway
 - Holiday lighting removed/stored
- Working on Homeowners guide to Caliber Web (will cover in more detail at meeting).
- Last 5 street lights hooked up by Duke.
- CMS = Community Management Services – still wrong in new issue of Wine Press.
- ITEMS STILL IN PROGRESS:
 - Approval on new Waterfall lighting

Lifestyle Information

- Game Night January 22nd 6:30 – 8:30
- Grandkids Night February 12th 5:30 – 8:00
- Ironman February 20
- HOA Annual Meeting February 23rd
Meeting and Builders Forum
- Welcome Committee
 - Organizing the first “Welcome Coffee”
 - 2 Advisory Committee Members present
 - Hope to do them quarterly

- Need your help:
 - Chris needs meeting requests, even for small 1 hour meetings, via email.
 - There is an increase in printing requests are being made at the front desk. Some perimeters are needed.
 - #1 Advance notice for copies of 20 or more pages should be turned in by Thursday prior to Tuesday meeting.
 - #2 On the day of a 1:00pm meeting, copies must be requested no later than 11:00am.
 - #3 We do not staple, we do not do print jobs.

Property Manager's Report – part 2, January 18, 2016

Here are items that we are reviewing or being considered, or in various stages of completion.

1. Tennis Courts
 - a. Working with Vendor to agree on needed action to be considered for acceptable completion.
 - b. Working with Pulte to install drainage under courts to properly drain water away from courts.
2. Outdoor Pool Fence Repair
 - c. Vendor has been contacted, need to replace broken brackets, will be completed as vendor availability/weather allows.
3. Currently Taking bids to clean, re tuck and point Entrance walls.
4. Pool Hours, proposal from Resident Deb True makes recommendations to adjust pool hours, and availability to better accommodate walking and lap swimming designated time. Jim, has this been endorsed by the AC, I would want
to get input from the community. I will follow up with Pyle on the ability to meet the scheduling needs and cost factor.
5. Waterfall Pump 3 not operating, will not be serviceable until weather permits.
6. Have replaced the microwave in Kitchen, old one stopped heating.

This is additional items, at this time.

Sub-Committees Presented by Jim Miles:

The 2015 sub-committees were:

Finance
Communications
Facilities & Grounds
Safety
Community Quality
Government Relations
Transition / Documents (ad hoc)

The 2016 sub-committees are:

Finance
Communications
Buildings
Grounds
Government Relations
Documents
Legal
Reserve Study

Successive Terms Presented by Jim Miles:

Policy and Procedures / 4. Organization / d):

A resident may serve as a member of the AC a maximum of six years. Multiple terms must be separated by at least one year in between. No member may be nominated for a term that could result in exceeding the six-year limit.

Change to:

A homeowner may serve as a member of the AC a maximum of six years. Three-year terms must be separated by at least one year. Members that are elected or appointed to terms of less than three years may be elected to a succeeding term without a one-year separation. Members may be appointed or elected to a succeeding term of less than 3 years without a one year separation. No member may be nominated, elected or appointed for a term that could result in exceeding the six-year limit.

