



**Marley Park
Budget & Finance Advisory Committee
May 20, 2019
Meeting Minutes**

Committee Members in attendance:

Lance Miyatovich, Budget & Finance Advisory Committee Chairperson
Martin Walsh
Gary Schafer
Scott Heistand
Nathan Ruffy

Committee Members absent: None

MPCA Staff in attendance:

Darrell Mead, Director, Accounting and Finance

Meeting called to order at 6:00 pm

- Material distributed: Community Management Services Agreement, Tentative 2020 Budget Presentation Schedule, Tentative Landscape Contract Review Schedule, Landscaping Costs and April Financials.
- Mr. Mead reviewed the April 2019 Financial Statement.
- Mr. Mead reviewed the Revenue and Absorption Schedule and explained how the Association calculates the number of lots and the revenue derived from the lots. The total number of lots at build out will be 1820. Currently, we have 1548 homeowners and 31 building lots paying 100% of the assessment costs and 272 building lots paying 25% of the assessment costs.
- There was a discussion concerning current revenues, assessments, delinquent revenues and the property transfer fee.
- The Committee discussed the potential revenue from Christopher Todd.
- The Chair reviewed the timeline and process involved in awarding the new landscaping contract, the start of the new contract and the role of the BFAC in this process.
- The Chair reviewed with the Committee, pursuant to the BFAC Charter, the role of the BFAC in recommending management companies to the Board. It was agreed by the Committee that the Marley Park Community Management Services Contract should go out for bid as part of its due diligence in preparing the 2020 budget. It was further agreed that the Committee would invite DMB Community Life and four other management companies to bid on the contract and that the Chair would prepare an RFP for the BFAC to review at the next meeting. The Committee would follow a process similar to the one used by the LAC for the landscaping contract



whereby The BFAC would score/evaluate the five companies bidding and the top two would be recommended to the Board to make the final selection on awarding of the Management Services Contract.

- Mr. Mead reviewed the process and timeline for the 2020 Budget process

There being no further business the meeting was adjourned at 7:30pm.

The next meeting is scheduled for June 17th at 6pm.